



Request for Services

RFS # _____

Municipality of Hastings Highlands

Please use this form to report all municipal related issues.

FAX # 613 338-3292 or email: info@hastingshighlands.ca

Once submitted, your request will be routed to the appropriate department head for review.

Line with (*) must be filled in

Date *

Name:

Address

Telephone:

Cell:

Email:

Department * (please select one)

Roads

Building/Planning

Fire Department

Park Maintenance

Waste Management

Community Facilities

Roads

Other:

Location of Issue *

Description of Service Required*

Tracking Information – for office use only

Received by: _____

Date: _____

Assigned to: _____

Date: _____

Brief description of Action Taken

Closed by: _____

Date: _____