

# Report Request Form for Aitkin County

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

**General Description:** (Check all that pertain to your report)

- |  |  |  |   |
|--|--|--|---|
| <input type="checkbox"/> Name              | <input type="checkbox"/> Land Value    | <input type="checkbox"/> Parcel Number | <input type="checkbox"/> Range              |
| <input type="checkbox"/> Section           | <input type="checkbox"/> Deeded Access | <input type="checkbox"/> Bldg Value    | <input type="checkbox"/> Township/City Name |
| <input type="checkbox"/> Legal Description | <input type="checkbox"/> Address       | <input type="checkbox"/> Current Taxes | <input type="checkbox"/> Plat Name          |
| <input type="checkbox"/> Market Value      | <input type="checkbox"/> Township      | <input type="checkbox"/> Lake Name     |   |
| <input type="checkbox"/> Other: _____      |  |  |   |

**Criteria for Report:** (ex. Homestead property, market value of \$150,000)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Sorting Options:**

Pick a field for data sorting: \_\_\_\_\_  Ascending  Descending

**Media: How do you want your report?**

- Printed report** - minimum fee of \$25.00 or 25 cents a page, whichever is greater.
- Labels** - minimum fee of \$25 or \$3.00 a sheet (30 labels per sheet), whichever is greater.
- CD** - minimum fee of \$50.00 or 4 cents per parcel, whichever is greater.  
File Format:  Excel  Text (CSV)
- Email** - minimum fee of \$50.00 or 4 cents per parcel, whichever is greater.  
File Format:  Excel  Text (CSV)  
Your Email Address: \_\_\_\_\_

**DO NOT send money at this time. You will receive an invoice with the finished product.**

**Send, Email, or Fax requests to:**

Aitkin County IT Dept.  
209 2<sup>nd</sup> St NW Room 118  
Aitkin, MN 56431  
Email: [mis@co.aitkin.mn.us](mailto:mis@co.aitkin.mn.us) Fax: 218-927-7369

**Questions?** Please call 218-927-7322