



**RENSSELAER COUNTY  
BUREAU OF RESEARCH & INFORMATION SERVICES**

KATHLEEN M. JIMINO  
COUNTY EXECUTIVE

VINCENT RUGGIERO  
DIRECTOR of BRIS

**GIS Data Request Form**

**Data License Agreement Form must accompany this Request.**

**Fees May Apply.**

See [www.rensco.com](http://www.rensco.com) for cost sheets

Please return this form to the address at the bottom or fax to 518-270-2979.

*Requests take a minimum of 5 business days for completion*

Requested By: Agency/Company \_\_\_\_\_  
In Conjunction with: (if applicable) \_\_\_\_\_ Phone: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_ Signature: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Department Head: (County Only) \_\_\_\_\_ Signature: \_\_\_\_\_

Approval from Department Head needed if requestor is from a county agency.

Description of Data: \_\_\_\_\_  
**MUST BE DETAILED** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Data Used For: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Media Format:**                      **CD-R**                      **ZIP Disk**                      **E-Mail (5 MB Limit)**

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**Departmental Use Only**

Request ID# \_\_\_\_\_ Request Received: \_\_\_\_\_  
Received By: \_\_\_\_\_ Approved (Date): \_\_\_\_\_

Media Received with Request: **Y**    **N**    File Location: \_\_\_\_\_  
Request Completed: \_\_\_\_\_ Invoice # \_\_\_\_\_ Deposit: \_\_\_\_\_  
Shipping Fee: \_\_\_\_\_ Media Fee: \_\_\_\_\_ Services Fee: \_\_\_\_\_ Total: \_\_\_\_\_

Assigned To: \_\_\_\_\_ Date: \_\_\_\_\_ Project Time: \_\_\_\_\_