

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER

Name of Agency

Address

I hereby apply to inspect the following record:

Signature

Date

Representing

Mailing Address

For Agency Use Only

Approved
Denied (for the reasons(s) checked below)

- Confidential Disclosure Part of Investigator Files
- Unwarranted Invasion of Personal Privacy
- Record of Which This Agency is Legal Custodian Cannot Be Found
- Record is not Maintained by This Agency
- Exempted by Statute Other Than the Freedom of Information Act
- Other (specify) _____

Signature

Title

Date

Notice: You have a right to appeal a denial of this application to the head of this agency who must fully explain his/her reasons for such denial in writing within ten days of receipt of an appeal.

Name

Business Address

I hereby appeal:

Signature

Date