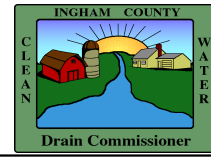


WRITTEN REQUEST FOR PUBLIC RECORD (Freedom of Information Act Request) INGHAM COUNTY DRAIN COMMISSIONER



Record Request

I wish to Inspect Receive a copy of the following record or records:
(Please describe fully - continue on back of form if more room is needed)

Requester's Information

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone #: (____) _____ - _____ Ext # _____ Fax #: (____) _____ - _____
E-Mail: _____

Fees and Delivery

Choice for Delivery of Records: By mail Will pick up

Fees: Requester will be charged 16 cents per copy with an hour labor rate, set in accordance with statute, for search, monitoring any inspections by requester, and operating the copier. A delivery fee will be added to requests that are mailed.

Signature

Date

If you are requesting a waiver of fees, please complete the following:

First Basis for Waiver of Fees

Does this request primarily benefit the general public?
If yes, please state specifically how it does so.

Second Basis for Waiver of Fees

Are you currently receiving public assistance?
If not, please state facts showing your inability to pay because of indigence.

I certify under penalty of law that I have stated in support of fee waiver are true to the best of my knowledge, information, and belief, formed after reasonable inquiry.

Signature

Notary

Date

County, MI

My commission expires: _____

Date Received By ICDC

You will receive a response to this request within 5 business days. As allowed by statute, the response may include a written notification that the Ingham County Drain Commissioner's Office is taking 10 more business days to respond.

ICDC FOIA Coordinator - Deputy Drain Commissioner Paul C. Pratt
Direct Phone: (517) 676-8391

Updated 3/7/2012