



City of Douglas
86 W. Center Street
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Douglas, MI 49406
(269)857-1438
www.douglasmi.gov

Freedom of Information Act Request for Information

The Village of Friendliness—Since 1870

I hereby request the following documents under the Freedom of Information Act P.A. 442 of 1976 as amended. Note: Individuals may request a copy of a document if it is NOT exempt as specified in the Freedom of Information Act.

Date: _____

TO BE COMPLETED BY PERSON ORIGINATING REQUEST:

Name: _____

Street Address: _____ City: _____ Zip: _____

Cell Phone: _____

I request to:

- Visually Inspect
- Receive Photocopies
- Copy By Hand

I request the following specific records or information (detailed description):

Date Range of request _____ thru _____

I understand that the City of Douglas may charge fees to cover the cost of providing this information.

Signature

Date

FOR INTERNAL USE ONLY

CITY OF DOUGLAS

Approved Conditional Approval Denied

Rationale _____

Fee Paid _____

Signature

Date

FOIA071221CC