Genoa Charter Township Livingston County, Michigan

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FOIA Request for Public Records

Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq.

Request to: Receive copy Inspect record Subscribe to record issued on regular basis Delivery Method (upon payment of balance due): Pick up records in person Mail to address below (Please Print or Type) Describe the public record(s) as specifically as possible:	
Name Phone	
Firm/Organization Fax	
Street	
City State Zip	
I understand that the FOIA Coordinator may request a good faith deposit from me if the fee authorized by the Freedom of Information Act exceeds fifty (\$50.00) dollars, but shall not exceed one-half (1/2) of the total fee authorized. I further understand that fees for copying documents are \$0.12 per sheet; \$2.50 per oversized document; and possible labor fees based on the amount and time needed for requested copies.	
Requestor's Signature	Date
Consent to Non-Statutory Extension of Township's Response Time I have requested a copy of records or a subscription to record so or the opportunity to inspect records, pursuant to the Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq. I understand that the township must respond to this request within five (5) business days after receiving it, and that response may include taking a 10-business day extension. However, I hereby agree to extend the township's response time for this request until	
Requestor's Signature	Date