



Chikaming Township Police

James W. Stormont Chief of Police Emergency Dial 911
13535 Red Arrow Highway
Post Office Box 258 Harbert, MI 49115
General Dispatch 756-1111
Office 269-469-3245 Fax 269-469-3568

REQUEST FOR PUBLIC INFORMATION FORM

DATE: _____

NAME: _____

ADDRESS: _____

_____ I request to review the public record at the Township Police Department.

_____ I request the public record be mailed to the above address.

_____ I will personally pick up the public record at the Township Office upon notice.

TELEPHONE NUMBER: _____

RECORDS REQUESTED: _____

COSTS MAY BE CHARGED IF A COPY OF A PUBLIC RECORD IS REQUESTED. NO FEE MAY BE CHARGED FOR AN INDIVIDUAL TO SIMPLY REVIEW PUBLIC RECORDS.

OFFICE USE:

I. Duplication Costs:
First two pages \$5.00 additional pages \$1.00 = \$ _____

II. Mailing Costs:
Cost per envelope _____ x Number of envelopes _____ = \$ _____
Postage costs: = \$ _____

III. Labor costs:
Due to the nature of this request, a labor fee is being charged for the search, examination, review and (if appropriate) the deletion and separation of exempt from nonexempt information as provided in Section 13 of the Freedom of Information Act.

Hourly labor rate \$ _____ x Number of hours _____ = \$ _____

IV. Photo charges \$5.00 per page = \$ _____

V, Total Charges \$ _____

Date of Response: _____ FOIA Coordinator _____