

City of Algonac
St. Clair County, Michigan
City FOIA Coordinator, City Clerk
 805 St. Clair River Drive; P.O. Box 454
 Algonac, Michigan 48001
 Phone (810)794-9361 ext. 211 Fax (810) 794-4804

FOIA Request for Public Records
Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq.

Request for: " Copy " Certified copy " Record inspection " Subscription to record issued s
Delivery Method (*upon payment of balance due*): " Pick up records in person " Mail to address below

(Please Print or Type)

Name	Phone
Firm/Organization	Fax
Street	Email
City	State Zip

(Please Print or Type)

Describe the public record(s) as specifically as possible:

Requestor's Signature	Date
Consent to Non-Statutory Extension of City's Response Time	
I have requested a copy of records or a subscription to records 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 City 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: ___ (month, day, year) _____.	

COST FOR FREEDOM OF INFORMATION ACT CHARGES

Due date for info.: _____ Departments Copied: _____

Estimated Cost (Indigent, no cost for first \$20.00) Deposit Amount (1/2 if over \$50.00) _____

Copy charges: _____

Labor charges: _____

Mailing Charges: _____

TOTAL: _____

Date Material(s) picked up: _____