Dear F.O.I.A. Coordinator:

In accordance with the Freedom of Information Act (MCL 15.231 et seq, Public Act 553 of 1997), as amended, and the Saginaw County Freedom of Information Request Policy, I am asking for the following information:

_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

I understand the Act allows a public body to charge a fee and that I will be notified of same.

(Please print clearly)

Full Name: __________________________________________
Company: __________________________________________
Address: __________________________________________
City, State, Zip: _____________________________________
Phone: ____________________________________________
E-mail Address: _____________________________________

Requester’s Signature ____________________________ Date ________

Submittal Instructions
Be as detailed as possible. Print, sign and date request. Send by mail to the address above, email boc@saginawcounty.com, or fax to (989) 790-5569. Please call (989) 790-5267 with any questions.