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## **FREEDOM OF INFORMATION REQUEST**

**DOCUMENTS  
REQUESTED** \_\_\_\_\_

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\_\_\_\_\_

**DATE OF REQUEST** \_\_\_\_\_ **CASE #** \_\_\_\_\_

**CITY EMPLOYEE WHO RECEIVED REQUEST** \_\_\_\_\_

**COMMERCIAL**  **NON-COMMERCIAL**

**NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

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### **RESPONSE TO REQUEST**

**DATE REQUESTED DOCUMENTS PROVIDED TO FOIA OFFICER** \_\_\_\_\_

**DATE FOIA OFFICER RELEASED DOCUMENTS TO REQUESTOR** \_\_\_\_\_

**REASON FOIA OFFICER DID NOT RELEASE DOCUMENTS** \_\_\_\_\_

\_\_\_\_\_  
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**DATE DENIED** \_\_\_\_\_