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Freedom of Information Act Request Form

You may download this form, fill out and email the completed form to FOIARequests@lbwl.com or you may mail this form to the address listed above, **Attn: FOIA Coordinator**

Pursuant to the State of Michigan Freedom of Information Act, **MCL 15.231-15.246**, I am requesting the following documents:

If the requested documents are available, and not subject to any exemption by applicable law, please select your preference for access to records:

- **Examine Original** (BWL FOIA Coordinator will arrange a time/date with you)
- **Receive Copy**
  - I prefer to receive a copy by email (be sure your email is listed legibly below)
  - I prefer to receive a copy by USPS (you may be charged for postage depending on the number of documents requested)

Email address where I wish to receive a copy of the document:_____

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For Lansing Board of Water and Light Use Only		
Date Received:	FOIA Log Request Number:	Comments:
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