LMAS DISTRICT HEALTH DEPARTMENT

Environmental Health ▪ Personal & Family Health ▪ Emergency Preparedness

www.lmasdhd.org

Luce County
& Administrative Office
14150 Hamilton Lake Road
Newberry, MI 49868
Ph: (906) 293-5107
Fax: (906) 293-5453

Mackinac County
749 Hombach Street
St. Ignace, MI 49781
Ph: (906) 643-1100
Fax: (906) 643-0239

Alger County
E9526 Prospect Street
Munising, MI 49862
Ph: (906) 387-2297
Fax: (906) 387-2224

Schoolcraft County
300 Walnut Street, Room 155
Manistique, MI 49854
Ph: (906) 341-6951
Fax: (906) 341-5230

Freedom of Information Act (FOIA)

Request for Access to Official Documents
(Pursuant to section 13)

Name of Applicant: _____

Address of Applicant: _____
Street Address *City* *State* *Zip*

Phone Number: _____

1	Property Owned By (Name/Business, Address, and Phone):
2	Property Location (Town/Range/Section, Township, Tax ID #):
3	Description of Documents Requested:

Note: Applicants shall identify the document(s), or provide sufficient information to enable an officer/employee of LMAS DHD, who is familiar with the relevant documents, to identify the document(s) with reasonable effort.

Subject to the provisions of the Act, access to a document may be granted by supplying a written copy of it or by making it available for inspection or, if appropriate, by supplying a copy of a tape, disk, film or other material containing the information, by the supplying a transcript of such tape, disk, film, or other material or by making arrangements for the hearing or viewing of such tape, disk, film, or other material.

The making of this request is free of charge, however, for large requests, where access to documents requires a file search, fees may be assessed in accordance with the formula set forth in the Freedom of Information Act.

Signature of Applicant: _____ **Date: _____**