

**CITY OF EAST JORDAN  
FREEDOM OF INFORMATION  
DOCUMENT REQUEST  
Pursuant to Act 442 of 1976**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

List Document(s) being requested:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\*\*\*\*\*  
Administrative Use

\_\_\_\_ Document(s) provided                      \_\_\_\_ Document(s) not provided

Reason for not providing document(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date provided/not provided

\_\_\_\_\_  
FOIA Coordinator Signature

**IF YOUR REQUEST IS DENIED, YOU HAVE THE RIGHT TO APPEAL THE DENIAL,  
IN WRITING TO THE CITY COMMISSION. YOUR WRITTEN APPEAL MUST  
STATE THE REASON OR REASONS FOR REVERSAL OF THE DENIAL.**