



Michigan Department of Agriculture and Rural Development
Freedom of Information Act Request for Records
 Pursuant to 1976 PA 442, as amended

This form may be submitted directly using the send button below. You may also print this form and send by mail or fax, or scan and send by email.

Please note that Section 3 of FOIA requires the requesting person's name, address, and contact information, which must include a valid telephone number or email address.

Requestor's Name	Company Name or Organization (if applicable)	Telephone
Address (Street and Number)		Fax
City	State ZIP	E-mail address

I wish to receive a copy of the following records: (Provide a detailed description of the records being requested. Attach additional sheets if necessary.)

If you previously have been in contact with someone in the Michigan Department of Agriculture & Rural Development regarding the records you are requesting, or whom you believe is knowledgeable about such records, please provide the name and work location of that person. This will help expedite locating the records you are requesting.

Name of Contact _____ Division/Office Location _____

There may be a fee associated with this request. Please see the Department's guidelines for additional details.

For U.S. mail, submit completed request to:

**Freedom of Information Act Coordinator
 Office of Legal Affairs
 Michigan Department of Agriculture & Rural Development
 P.O. Box 30017
 Lansing, MI 48909**

OR send:

**A fax: 517-335-1423
 E-mail: MDARD-FOIA@michigan.gov**