



Mason-Lake Conservation District
Freedom of Information Act Request for Records
 Pursuant to 1976 PA 442, as amended

All information must be typed or printed except for written signatures

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 at the Mason-Lake Conservation District regarding the records you are requesting, or whom you believe is knowledgeable about such records, please provide the name of that person. This will help expedite locating the records you are requesting.

 Name of Contact

 Date of last contact

I understand that there may be a cost associated with this request.

 Signature of Requestor

 Date

Submit completed request to:

**Freedom of Information Act Coordinator
 655 N. Scottville Rd.
 Scottville, MI 49454**

Or E-mail: dani.mcgarra@macd.org