



## City of Dillingham

### Records Request

This is a request filed under the Freedom of Information Act.

Date range of request:

Between (mm/yyyy) \_\_\_\_\_ / \_\_\_\_\_ and \_\_\_\_\_ / \_\_\_\_\_

Description of request:

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**Agreement to pay fees:** Please be advised that by making a FOIA request, it shall be considered an agreement by you to pay all applicable fees as charged, unless you seek a waiver of fees in writing. When making a request, you may specify a willingness to pay a greater or lesser amount.

**Category:** Please check the appropriate category so that we may properly and accurately track requests.

- an individual seeking information for personal use and not for commercial use.
- a representative of the news media affiliated with \_\_\_\_\_ seeking information as part of a news gathering effort and not for commercial use.
- affiliated with an educational or noncommercial scientific institution seeking information for a scholarly or scientific purpose and not for commercial use
- affiliated with a private corporation and seeking information for use in the company's business.

#### Fee Schedule

Copy fee; \$5.00 flat fee, plus .25 cents per copy.

Search fee; \$20.00 per hour, one (1) hour minimum charge

Refunds; NO REFUNDS will be made for any request filled

Additional Comments

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(City of Dillingham has 20 working days to provide an initial response.)

141 Main Street•PO Box 889•Dillingham, Alaska 99576

City Hall (907)842-5211•Finance Department (907)842-5225•Public Works (907)842-4598 Fax (907)842-5691

Fire Department (907)842-2288•Library/Museum (907)842-5610•Police Department (907)842-5354•Senior Center (907)842-1231

[www.ci.dillingham.ak.us](http://www.ci.dillingham.ak.us)

**How to Contact You:** In order for us to respond or contact you, you must include either your e-mail address or a mailing address.

Your name: \_\_\_\_\_

Email address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

*Please note: If your request seeks **personal information about a living person**, your request must be:*

- mailed in (it cannot be faxed)
- accompanied either by an original, notarized signature, or an original signature with a "penalty of perjury statement", from the person the information is concerning
- if required, a Third Party Authorization

*If, however, your request does not concern personal information on a living person, you may fax your Freedom of Information Act request to (907) 842-2060, or mail it to the address shown below.*

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