

FREEDOM OF INFORMATION ACT RECORD REQUEST

Date: _____

This is a request to the Town of Edisto Beach under the **South Carolina Freedom of Information Act, §30-4-10 et seq.**

I request that a copy of the following records(s) be provided to me:

I am (please check one)

_____ a representative of the news media and this request is made as part of news gathering and not for a commercial solicitation.

_____ affiliated with an educational or noncommercial institution and this request is made for a scholarly or scientific purpose and not for a commercial solicitation.

_____ affiliated with a private business and am seeking information for use in the company's business.

_____ an individual seeking information for personal use and not for a commercial solicitation.

I am willing to pay fees for this request up to a maximum of \$ _____. If you estimate that the fees will exceed this limit, please inform me first.

NOTICE: S.C. law provides that it is a crime to knowingly obtain or use personal information from a public body for commercial solicitation. (S.C. Code §30-2-50)

Name _____ Signature _____

Address _____

Telephone no. _____ Email _____

-----OFFICE USE BELOW-----

Date Received: _____ Received by: _____

Date 10-day letter sent: _____ Sent by: _____

Date Complied: _____ Complied by: _____