

Freedom of Information Act Request Form

Date: _____

Name: _____

Address: _____

Phone Number: _____

E-mail Address: _____

Records Requested: *Be specific and provide as much detail as possible to ensure that the Northern Michigan University ("NMU") is able to identify the information being requested.*

I would like the materials provided to me in the following way:

- Mailed to the above address
- Call above phone number and I will pick up the documents
- Electronically to the following email address: _____

Please note that NMU has five (5) business days after the receipt of this request to process your request.

FOIA Coordinator – Northern Michigan University
1401 Presque Isle Avenue, Suite 502
Marquette, MI 49855

Email: foia@nmu.edu