Request for Examination or Copy of Records



Chesterfield Police Department 46525 Continental Drive Chesterfield, MI 48047-5207 Phone: 586-949-2112 Fax: 586-598-2536 www.chesterfieldpolice.org

Name		
Address		
Telephone	Alternate Number	
Date of Birth	Date of Request	

Date/Time of Incident		Case Number	
Type of Incident			
Location of Incident			
I am requesting the following record(s) for inspection / copying:			

I wish to receive a certified copy of the requested record(s)

Response to Information Request				
Date of Compliance		By:		
We are extending the time for response to your request under Section 5 (6) of the Act due to:				
We estimate the records will be available by:				
Extension Date		By:		

Your request is "unduly burdensome" and would unreasonably interfere with the duly-undertaken work of this department. We have extended the opportunity to you to confer with us in an attempt to reduce the request to manageable proportions and you have failed to do so. The reason this request is excessive, or creates unreasonable interference are:

The following information requested is exempt from inspection, copying or disclosure under Section			
13, subsection(s)	of the Act for the following reasons:		
Denial Date	By:		

Right to Appeal
If your request for records has been denied, in-whole or in-part, you have the right to submit a written
appeal of this denial to Deputy Clerk Michelle Nizza identifying the reason(s) for reversing the denial of
disclosure or seek judicial review of the denial under Section 10 of the Freedom of Information Act.

Response to Administrative Appeal		
Your appeal from the decision to withhold records from inspection and copying has been reviewed.		
My determination is that the withholding of records from inspection and copying is:		
Sustained in-whole		
Sustained in-part		
Overruled		
The reason(s) for this decision are:		
If the denial of your request has been sustained, in-whole or in-part, you have the right to judicial review		
of this appeal and the final decision under Section 10 of the Michigan Freedom of Information Act.		
Date of Administrative Appeal		
Signature of Official		