

# Sandstone Charter Township

Jackson County, Michigan

7940 County Farm Road

Parma, MI 49269

Phone (517) 784-4712

Fax (517) 784-2605

## FOIA Request for Public Records

Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq.

Request for: Copy Certified copy Record inspection Subscription to record issued on regular basis

Delivery Method (upon payment of balance due): Pick up records in person Mail to address below

*(Please Print or Type)*

Name	Phone	
Firm/Organization	Fax	
Street	Email	
City	State	Zip

Describe the public record(s) as specifically as possible:


Requestor's Signature	Date
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### Consent to Non-Statutory Extension of Township's Response Time

I have requested a copy of records or a subscription to records or the opportunity to inspect records, pursuant to the Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq. I understand that the township must respond to this request within five (5) business days after receiving it, and that response may include taking a 10-business day extension. However, I hereby agree to extend the township's response time for this request until: \_\_\_\_\_ (month, day, year).

Requestor's Signature	Date
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