District Health Department No. 4
Prevent. Promote. Protect

District Health Department No. 4

100 Woods Circle, Suite 200
Alpena, MI 49707
Phone: (989) 356-4507 Email: D4administration@dhd4.org

FOIA Request for Public Records

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

Request to: ☐ **Receive copy** ☐ **Inspect record**

Delivery Method: ☐ **Mail to address below** ☐ **Email** ☐ **Pick up records in person**

**include email for notification

Name			**Phone**
Firm/Organization			**Fax**
Street	**Apt/Unit Number**	**Email**	
City		**State**	**Zip**

Please describe the public record(s) in box below

Requestor's Signature	**Date**

District Health Department No. 4 FOIA Procedures and Guidelines and Written Public Summary are available at www.dhd4.org.

TO BE COMPLETED BY CITY STAFF:

Date Received: **Received via:** □ Over the Counter □ Mail □ Fax □ Email

Received By: