

**DELHI CHARTER TOWNSHIP
CLERK'S OFFICE**

2074 AURELIUS ROAD, HOLT, MI 48842
Phone (517) 694-2135 – Fax (517) 699-3881

REQUEST FOR PUBLIC RECORDS

Authority: Michigan Freedom of Information Act, 1976 PA 442, as amended

(Please Print or Type)

Name:	Telephone No: ()	
Firm/Organization:	Fax No: ()	
Street:		
City:	State:	Zip:
Email address:		

Describe the public record as specifically as possible: (Please give file number if known)

<i>Signature:</i> _____	<i>Date:</i> _____
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CONSENT TO EXTENSION OF TIME ON REQUEST FOR PUBLIC RECORDS

I have requested a copy of or access to records pursuant to the Michigan Freedom of Information Act, 1976 PA 442, as amended. I understand that the public body must respond to the request within five (5) business days after receiving it, except that the public body may take an extension for an additional ten (10) business days. However, I hereby agree and consent to extending the time for the public body to respond to my request until _____.

Signature: _____ **Date:** _____