

ABBEVILLE COUNTY, SOUTH CAROLINA
FREEDOM OF INFORMATION ACT REQUEST FORM

Abbeville County, South Carolina has adopted Ordinance Number 2017-07 regarding requests for public records under the Freedom of Information Act (the "FOIA"). Pursuant to the Ordinance requests for information made under FOIA now codified at §30-4-10 et seq. of the Code of Laws of South Carolina, 1976, as amended shall be made using this form. This form must be signed and submitted either; in person or mailed to the County Director, Abbeville County Administrative Complex, 903 West Greenwood Street, Suite 2800, Abbeville, South Carolina 29620. **A deposit of 25% of the estimated costs of complying with the request will be charged.** Additional fees may also be required. No faxed requests will be accepted.

NAME: _____ DATE OF REQUEST: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ EMAIL: _____

I, the undersigned, agree to pay the charges set by the fee schedule included in Ordinance 2017-07 for services and copies I have requested.

SIGNATURE: _____

INFORMATION REQUESTED (please be as specific as possible and attach additional pages if needed):

FOR COUNTY USE ONLY

DEPT. SUBJECT TO REQUEST: _____ RECEIVED BY: _____

REQUEST ASSIGNED TO: _____ DATE OF COMPLETION: _____

DATE OF ASSIGNMENT: _____ FEE FOR SERVICES: _____

DATE RESPONSE DUE: _____ METHOD OF PAYMENT: _____