

Date: \_\_\_\_\_

Commanding Officer  
Attn: FOIA Coordinator  
PSC 561 Box 1895  
FPO AP 96310-0019

Subj: FREEDOM OF INFORMATION ACT REQUEST

This is a request made under the Freedom of Information Act (5 U.S.C. 552). I request that a copy of the following document(s) be provided to me:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have included a copy/scan of a form of photo identification as verification of my identity.

FEE STATUS

In order to help you determine my status for the purpose of assessing fees, you should know that I am:

\_\_\_ affiliated with a private corporation and am seeking information for use in the company's business.

\_\_\_ affiliated with an educational or noncommercial scientific institution and this request is for scholarly or scientific research.

\_\_\_ a representative of the new media affiliated with \_\_\_\_\_ and this request is made as part of a news gathering effort and not for commercial use.

\_\_\_ an individual seeking information for personal use and not for commercial use.

FEE PAYMENT

\_\_\_ I am willing to pay fees up to \$\_\_\_\_\_. If you estimate that fees will exceed this limit please inform me first.

OR

\_\_\_ I request a wavier of all fees associated with this request. Disclosure of the requested information to me is in the public interest because it is likely to contribute significantly to public understanding of the operation or activities of the government and is not primarily in my commercial interest. I provide the following waiver justification:

\_\_\_\_\_  
\_\_\_\_\_

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CONTACT INFORMATION

My mailing address is:

Name: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Sincerely,