

Date: _____

Recipient Agency: _____

Freedom of Information Act Request

Fee waiver requested

Expedited processing requested

FOIA Officer,

Pursuant to the Federal Freedom of Information Act, 5 USC section 552, I request access to and copies of:

Any and all audio recordings, CAD reports and or all transcripts of any and all communications taking place between officers/agents involved in a operation taking place in the area surrounding:

Address of incident _____

Time/date of incident _____

Any and all recordings and or photographs obtained during the course of the above referenced investigation.

Any and all officer reports, hand written notes, logs and voice recordings obtained during the course of the above referenced investigation.

Detailed records showing and any all inquires made to NCIC, WSIN, WSIS, Department of Licensing and Department of Corrections as part of the above referenced investigation.

I would like to receive the information in electronic format. (CD-ROM). If the information is not available from your agency, please forward this request to the appropriate agency or advise me of other agencies which might have this information.

Please waive any applicable fees. Release of information is in the public interest because it will contribute significantly to public understanding of government operations

and activities.

If search and copy fees are estimated to exceed \$0.00, please contact me before proceeding with this request. To further narrow my request, I would like the opportunity to review the documents retrieved or your document index in order to select the records to be copied. Please identify the location of the documents and/or the document index so that I or my authorized representative may review them. If an index is available, please forward it to me at the below address.

If my request is denied in whole or part, I ask that you justify all deletions by reference to specific exemptions of the act. I will also expect you to release all segregable portions of the otherwise exempt material. I, of course, reserve the right to appeal your decision to withhold any information or to deny a waiver of fees.

Please provide expedited processing because delay in disclosure could cause a loss of substantial due process rights. I certify that my statements concerning the need for expedited processing are true and correct to the best of my knowledge and belief.

As provided for by section 522(a)(6)(A)(i) of the Freedom of Information Act, please provide your reply within twenty (20) business days. Thank you for your prompt attention to this matter.

signature

name, address, phone number