

Bay-Arenac Behavioral Health: Keep original and provide copy of both sides, along with Public Summary, to Requestor at no charge.

Bay-Arenac Behavioral Health
201 Mulholland, Bay City, MI 48708
Phone: 989-895-2300

Fee Appeal Form

FOIA Appeal Form—To Appeal an Excess Fee
Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq.

Request No.: Date Received: Check if received via: Email Fax Other Electronic Method
Date of This Notice: Date delivered to junk/spam folder:
(Please Print or Type) Date discovered in junk/spam folder:

Request for: Copy Certified copy Record inspection Subscription to record issued on regular basis

Table with contact information: Name, Firm/Organization, Street, City, State, Zip, Phone, Fax, Email

Delivery Method: Will pick up Will make own copies onsite Mail to address above Email to address above
Deliver on digital media provided by Bay-Arenac Behavioral Health:

Record(s) You Requested: (Listed here or see attached copy of original request)

Reason(s) for Appeal:

The appeal must specifically identify how the required fee(s) exceed the amount permitted. You may use this form or attach additional sheets:

Requestor's Signature: Date:

Bay-Arenac Behavioral Health Response:

Bay-Arenac Behavioral Health must provide a response within 10 business days after receiving this appeal, including a determination or taking one 10-day extension.

Bay-Arenac Behavioral Health Extension: We are extending the date to respond to your FOIA fee appeal for no more than 10 business days, until (month, day, year). Only one extension may be taken per FOIA appeal.

Unusual circumstances warranting extension:

If you have any questions regarding this extension, contact:

Bay-Arenac Behavioral Health Determination: Fee Waived Fee Reduced Fee Upheld

Written basis for Bay-Arenac Behavioral Health determination:

Notice of Requestor's Right to Seek Judicial Review

You are entitled under Section 10a of the Michigan Freedom of Information Act, MCL 15.240a, to appeal a FOIA fee that you believe exceeds the amount permitted under Bay-Arenac Behavioral Health's written Procedures and Guidelines to the Bay-Arenac Behavioral Health Board of Directors or to commence an action in the Circuit Court for a fee reduction within 45 days after receiving the notice of the required fee or a determination of an appeal to the Bay-Arenac Behavioral Health Board of Directors. If a civil action is commenced in court, Bay-Arenac Behavioral Health is not obligated to complete processing the request until the Court resolves the fee dispute. If the Court determines that Bay-Arenac Behavioral Health required a fee that exceeded the permitted amount, the Court shall reduce the fee to a permissible amount. (See back of this form for additional information on your rights.)

Signature of FOIA Coordinator: Date: