



Warren C. Evans  
Wayne County Sheriff

### **Freedom of Information Act Request Form**

**NOTE:** Under Michigan FOIA law, you will receive a response within five business days and you may receive a notice that a 10-day extension is necessary to research and process your request. By the end of the 10 days, your request will be:

- a.) Fulfilled as requested
- b.) Partially fulfilled with an explanation of what was denied and why
- c.) Fully denied with an explanation of why.

Depending on the request, the Sheriff's Office MAY require reimbursement for the cost associated with filling your request. If the estimated cost of the request exceeds \$50, you will be contacted before the request is processed.

**Requestor's Name** \_\_\_\_\_

**Requestor's Address** \_\_\_\_\_

**Date of Birth** \_\_\_\_\_

**Soc. Security # (Not Required)** \_\_\_\_\_

**City, State ZIP** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**Fax or Email** \_\_\_\_\_

**Type of Document** \_\_\_\_\_

**Name of Document** \_\_\_\_\_

**Incident or Case # (if known)** \_\_\_\_\_

**Location of Incident** \_\_\_\_\_

**Mail of fax this form to:** Kate Ben-Ami (P43193) Lead Attorney/FOIA officer  
Wayne County Sheriff's Court Division  
Two Woodward Avenue, Room 1711  
Detroit, MI 48226  
Phone Number: 313-224-2260  
Fax Number: 313-224-2433