

Freedom of Information Act (FOIA)

Links

- [U.S. Department of Justice](http://www.usdoj.gov/oip/oip.html) (Good FOIA Information) (<http://www.usdoj.gov/oip/oip.html>)
 - [U.S. Department of Justice FOIA Home Page](http://www.usdoj.gov/foia/) (<http://www.usdoj.gov/foia/>)
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| Services | Information |
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| Processing of FOIA requests for Fort Polk information/documents. | Submit request via mail to: Directorate of Human Resources Admin Services Branch (FOIA/PA) 7700 Alabama Avenue Fort Polk, LA 71459-5412 Submit request via fax: (337) 531-1693 Submit request via electronic mail: FOIA - Ft Polk |
| Type of Requester | Information Needed |
| Commercial | <ol style="list-style-type: none">1. State you are requesting records under the FOIA.2. Describe records requested with sufficient details to enable the government to locate requested records by conducting a reasonable search. |

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| | <ol style="list-style-type: none">3. Indicate you are willing to pay appropriate fees for the records. You may indicate an amount you are willing to pay or request an estimate of the fees.4. Questions? Call (337) 531-1612 or send electronic mail. |
| News Media / Educational Instructions | <ol style="list-style-type: none">1. State you are requesting records under the FOIA.2. Describe records requested with sufficient details to enable the government to locate requested records by conducting a reasonable search.3. Indicate you are willing to pay duplication charges in excess of 100 pages if more than 100 pages or records are desired. (Current charge is \$0.15 per page.)4. Questions? Call (337) 531-1612 or send electronic mail. |
| Individuals | <ol style="list-style-type: none">1. State you are requesting records under the FOIA.2. Describe records requested with sufficient details to enable the government to locate requested records by conducting a reasonable search.3. Indicate you are willing to pay duplication charges in excess of 100 pages if more than 100 pages or records are desired. (Current charge is \$0.15 per page.)4. Questions? Call (337) 531-1612 or send electronic mail. |