

Date: _____

USAG RHEINLAND-PFALZ
IMRP-HRF/FOIA Officer
Unit 39090
APO AE 09090-9090

Freedom of Information Act Request

Describe the specific records you are requesting in enough detail so that they can be located with a reasonable amount of effort. Generally, a record is "reasonably described" when the description contains sufficient file-related information (type of document, title, subject area, date of creation, originator, etc.) or the request contains enough event-related information (date and circumstances surrounding the event the record covers) to enable the Government to conduct an organized specific search. This is a request 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:

Please be advised that by making a FOIA request, it shall be considered an agreement by you to pay all applicable fees up to \$25.00 (see 22 CFR 171.14), unless you seek a waiver of fees (see 22CFR171.17). We will confirm this agreement in our acknowledgement letter. When making a request, you may specify a willingness to pay a greater or lesser amount.

I am willing to pay fees for this request up to a maximum of \$_____. Please inform me if the estimated fees will exceed this limit before processing my request.

Please complete the requestor's information section below.

Name (print): _____

Mailing Address: _____

Phone: _____

Email address: _____

Signature: _____