



# MECOSTA COUNTY SHERIFF'S OFFICE

TODD M. PURCELL, SHERIFF • JAMES M. TAYLOR, UNDERSHERIFF  
KEVIN WOOD, JAIL ADMINISTRATOR  
225 S. STEWART ST., BIG RAPIDS, MI 49307  
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## FREEDOM OF INFORMATION ACT REQUEST

THERE WILL BE A CHARGE FOR THIS INFORMATION

**ALL BOLD ITEMS MUST BE COMPLETED IN ORDER TO PROCESS REQUEST**

**YOUR NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**HOME PHONE** \_\_\_\_\_ **WORK PHONE** \_\_\_\_\_

**DATE OF REQUEST** \_\_\_\_\_ **DATE OF INCIDENT** \_\_\_\_\_ **COMP#** \_\_\_\_\_

**REASON FOR REQUEST**

\_\_\_\_\_

**NATURE OF INCIDENT**

\_\_\_\_\_

**NAMES INVOLVED IN INCIDENT**

\_\_\_\_\_

**INFORMATION REQUESTED: (BE SPECIFIC)**

\_\_\_\_\_

**PERSON MAKING REQUEST: (SIGNATURE)** \_\_\_\_\_

FOR OFFICE USE ONLY

RECEIVED BY \_\_\_\_\_

SHERIFF'S OFFICE ADMINISTRATOR: \_\_\_\_\_  
SIGNATURE

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

DENIED \_\_\_\_\_ DATE \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_