

Freedom of Information and Privacy Act Request

To: _____

This letter constitutes my formal request for information pursuant to the provisions of the Freedom of Information and Privacy Acts, 5 USC 552.

I am requesting copies of all information maintained by your agency that pertain to myself as described below:

Full Name:

Current Address:

Social Security No.:

Date and Place of Birth:

Former Addresses (use reverse if more space needed):

Date: _____

Signature: _____

I, _____ a Notary Public in and for the county (city) and state of

_____ hereby certify that on the ____ day of _____, 19__, before me personally

appeared _____, who is known by me to be the identical person whose name is subscribed to, and who signed and executed the foregoing instrument.

In witness thereof, I have hereunto set my hand and official seal this day and year above.