



TOWN OF HAYMARKET

15000 Washington Street
Suite 100

Haymarket, Virginia 20169

Telephone: 703-753-2600, Fax: 703-753-2800

FREEDOM OF INFORMATION ACT REQUEST

Pursuant to Code of Virginia 2.2-3700, the Virginia Freedom of Information Act (VFOIA), citizens have the right to access public records in the custody of a public body. Available records and any accompanying charges are in accordance with the VFOIA.

Requestor's Name: _____

Mailing Address: _____
Number Street City State Zip Code

The above information is REQUIRED. Please also complete the following:

Date of Request: _____ Telephone Number: _____

E-mail: _____

Information Requested: *(Please be as specific as possible. Include all applicable names, dates, addresses or geographic identifiers, type(s) of events involved, police case numbers and any other information that will help in locating the requested information.)*

Space Below For Department Use Only

Received by: _____ Date: _____

Forwarded to: _____ Date: _____

Response Provided: _____

Response by: _____ Date: _____