



# City of Gladstone

## FOIA APPEAL OF EXCESSIVE FEE

On \_\_\_\_\_, 20\_\_, I filed a Freedom of Information Act request with the City of Gladstone. A copy of that request and a copy of the Fee Itemization for that request are attached. I believe that the fee for my request exceeds the amount permitted by the City of Gladstone’s FOIA Procedures and Guidelines and/or Section 4 for the Freedom of Information Act.

I submit the following appeal of the excessive fee to the City Commission:

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

\_\_\_\_\_

Explain the reason(s) why you feel the Commission should waive or reduce the fee for processing your FOIA request (an explanation may be made below or attached to this form):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You will receive a response in writing. It will be mailed to you no later than ten (10) days after receipt of your appeal. You may direct and questions to the City’s Freedom of Information Act Coordinator at (906)428-2311 Ext. 7, or [kberry@gladstonemi.org](mailto:kberry@gladstonemi.org)