

MILLINGTON TOWNSHIP FREEDOM OF INFORMATION REQUEST FORM

Resolution #1-93/AMENDED 12/15/2025

Date of Request: \_\_\_\_\_

Signature of Requester: \_\_\_\_\_

Name: \_\_\_\_\_

Date of Response: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of Official: \_\_\_\_\_

Phone: \_\_\_\_\_

Month or Year of the Requested Event Information: \_\_\_\_\_

Requested from Millington Township (Public Body)

List public records requested:

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\_\_\_\_\_ Because of unusual circumstances, this public body requires an additional 10 business days to respond to your request.

\_\_\_\_\_ This is a certification that the following records do not exist under the name given by the requester.

\_\_\_\_\_ The following records you requested are exempt for the reason given: \_\_\_\_\_

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\_\_\_\_\_ Your request is granted for requested records.

\_\_\_\_\_ Copies of those records are attached.

\_\_\_\_\_ A fee shall not be charged for the cost of time spent searching for, examining, deletion unless the custodian of the records expends in excess of ten minutes. At which time an hourly rate, to be adjusted yearly at the budget meeting, by the Millington Township Board, will be charged.

If sent, small envelopes \$.05, 6 ½ x 9 ½ are \$.10, legal envelopes are \$.15, plus current postage rate. Duplication is \$.15 per page. Voter registration is \$.01 per name, plus \$.10 per page off computer.

We will copy these records after you have paid a deposit of \$ \_\_\_\_\_, which is one-half of the copying charge of \$ \_\_\_\_\_, which you must pay in full to get these records.

You may inspect the records at this office on \_\_\_\_\_ at the time of \_\_\_\_\_. You may copy or order copies of these records after inspection.