

County: Keep original and provide copy of both sides, along with Public Summary, to Requestor at no charge.



Livingston County
200 E Grand River Ave, Howell, MI 48843
Phone: 517-546-0500

Extension Form

Submit to: County Clerk
mailto:countyclerk@livgov.com OR
Fax: 517.546.4354

The LIVINGSTON COUNTY COURTS, as well as the COUNTY CLERK and EMPLOYEES when acting as the Clerk of the Circuit Court, are EXEMPT from requests for information made under FOIA.

Notice to Extend Response Time for FOIA Request
Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq.

Request No.: Date Received: Check if received via: Email Fax Other Electronic Method
Date of This Notice: Date delivered to junk/spam folder:
(Please Print or Type) Date discovered in junk/spam folder:

Table with 3 columns: Name, Firm/Organization, Street, City, Phone, Fax, Email, State, Zip

Request for: Copy Certified copy Record inspection Subscription to record issued on regular basis
Delivery Method: Will pick up Will make own copies onsite Mail to address above Email to address above
Deliver on digital media provided by the County:

Note: The County is not required to provide records in a digital format or on digital media if the County does not already have the technological capability to do so.

Record(s) You Requested: (Listed here or see attached copy of original request)

We are extending the date to respond to your FOIA request for no more than 10 business days, until (month, day, year).
Only one extension may be taken per FOIA request. If you have any questions regarding this extension, contact
at

Estimated Time Frame to Provide Records: (days or date)
The time frame estimate is nonbinding upon the County, but the County is providing the estimate in good faith. Providing an estimated time frame does not relieve a public body from any of the other requirements of this act.

Reason for Extension:

1. The County needs to search for, collect, or appropriately examine or review a voluminous amount of separate and distinct public records pursuant to your request. Specifically, the County must:

2. The County needs to collect the requested public records from numerous field offices, facilities, or other establishments that are located apart from the County office. Specifically, the County must coordinate documents from the following locations:

3. Other (describe):

Signature of FOIA Coordinator: Date: