



AUGUSTA COUNTY COMMISSIONER OF THE REVENUE
FREEDOM OF INFORMATION ACT REQUEST



P.O. Box 959 Verona, VA 24482 -- (540) 245-5640 -- Fax (540) 245-5179

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DATE OF REQUEST _____	DATE RECEIVED _____	RECEIVED BY _____	
NAME OF REQUESTOR _____			
COMPANY/ORGANIZATION _____			
ADDRESS _____			
CITY _____	STATE _____	ZIP _____	
PHONE _____	FAX _____	CELL _____	
E-MAIL _____			
SIGNATURE _____			

In accordance with the Virginia Freedom of Information Act (§ 2.2 -3700 et seq.) I am requesting copies of any records related to:

I would also like to request that all charges for supplying the records I have requested be estimated in advance. I understand that if you determine that the charges are likely to exceed \$200, I am obliged to pay that amount before you continue to process my request.

Please see *Rights and Responsibilities: The Rights of Requesters and the Responsibilities of the Augusta County Commissioner of the Revenue under the Virginia Freedom of Information Act* at www.co.augusta.va.us under the department for Commissioner of the Revenue for more information.

TO BE COMPLETED BY AUGUSTA COUNTY COMMISSIONER OF THE REVENUE

Completed		By			
Time		Materials			
Customization					
Total Charges		Paid		Date	