

Road Commission: Keep original and provide copy, along with Public Summary, to requestor at no charge.

Iron County Road Commission
800 W. Franklin St.
Iron River, MI 49935
Phone: 906-265-6686

Extension Form

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:** _____

Name	Phone	
Firm/Organization	Fax	
Street	Email	
City	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 Road Commission: _____

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 an additional 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 _____

Reason for Extension:

- ☐ **1.** The Road Commission 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 Road Commission must:
- _____

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

- ☐ **3.** Other (describe):
- _____

Signature of FOIA Coordinator:

Date: