

YPSILANTI COMMUNITY UTILITIES AUTHORITY (YCUA)

NOTICE OF DENIAL OF FOIA REQUEST

FOIA Requestor: _____

Date Request Received: _____

Records Requested: See attached copy of request.

Reason for Denial:

_____ **Record Does Not Exist.** The record as described, or by a name or description reasonably known to YCUA, does not exist. If you believe the record does exist, please provide a description that will enable us to find the record.

_____ **Exempt Material.** A portion of the record has been deleted because this part is exempt from disclosure under Section 13 of the FOIA, subsection _____, because: _____

_____.

A description of the information deleted is: _____

_____.

_____ **Exempt Record.** All of the record requested is exempt from disclosure under Section 13 of the FOIA, subsection _____, because: _____

_____.

Ypsilanti Community Utilities Authority

DATED: _____

By: _____
It's: FOIA Coordinator

Your Right to Seek Board and Judicial Review: You have a right to appeal this full or partial denial to the YCUA Director or to commence an action in the Washtenaw County Circuit Court under Section 10 of the FOIA to compel release of the requested records if you believe they have been wrongfully withheld from disclosure. An appeal to the YCUA Director must state the word "appeal" and must identify the reason(s) for reversal of the denial. If the court determines that YCUA has violated the FOIA by failing to disclose all or part of a record, you have a right to receive from the court a court order directing YCUA to pay your reasonable attorney fees and money damages under Section 10 of the FOIA.

A copy of YCUA's FOIA Guidelines & Procedures and a Public Summary of the Guidelines & Procedures are available at no charge on YCUA's website: www.ycua.org.