

Road Commission of Macomb County
117 South Groesbeck Highway
Mt. Clemens, MI 48043
Phone 586.463.8671
Fax 586.463.8682



INFORMATION REQUEST

Pursuant to the Freedom of Information Act, please provide me with the following information (please include exact dates, locations and details):

Please send this information to:

Name _____

Address _____

City, State, Zip _____

Area Code/Phone Number _____

Signature

Date

IMPORTANT INFORMATION:

Please complete above information fully and return to Sue VanSteelandt at the address on this letterhead or by fax at 586.463.8682 or via email at svan@rcmcweb.org.

Due to the time necessary to research and duplicate the requested information, the Road Commission of Macomb County hereby exercises its right to a 10-day extension for this FOIA request. Therefore, this request will be processed within 15 business days.

Please note our fees for copies and labor: First ten 8½ x11" copies are free; \$.25 each for 8½ x11" copies beginning with 11th page; \$1.00 each for engineering drawing copies; \$12.707 per hour for labor. You will be contacted by phone when information is ready for pick up. You may then visit the Road Commission of Macomb County Administrative Offices to submit payment and pick up the requested information.

If you prefer, you can mail payment to:

RCMC Finance Department, 117 South Groesbeck Highway, Mt. Clemens, MI 48043.

Upon receipt of your payment, we will mail the requested information to you.

Cash (exact change only) or check payable to the Road Commission of Macomb County accepted.

Thank you.