

**NOTE: This guidance document provides general guidelines for the Veazie Sewer District's standardized method for responding to FOAA requests. This guidance does not create or affect any legal rights of persons submitting information to the Veazie Sewer District or of persons submitting FOAA requests to the Veazie Sewer District, all of which are determined by applicable statutes and law.**

**VEAZIE SEWER DISTRICT**  
**REQUEST FOR INFORMATION FORM**

Date: \_\_\_\_\_

Name of Requester: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Under the Maine Freedom of Access Act, I would like to review and/or copy all available files for the following (please be as detailed as possible):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

An appropriate fee for copying/research may be required. You will be provided with a cost estimate prior to any work being performed.

Signed: \_\_\_\_\_

**Return to:** Veazie Sewer District  
34 Hobson Avenue  
Veazie, ME 04401-6947