



Information Request

Freedom of Information Act

According to the *South Carolina Freedom of Information Act (FOIA)*, the Marion County School District has fifteen (15) working days to determine if the information being requested is publicly available under the law. In addition, the district may charge a searching and copying fee for extensive requests.

Full Name _____

Organization (If applicable) _____

Address _____

City _____ State _____ Zip _____

Home Telephone _____ Office Telephone _____

E-mail Address _____

Public Records Requested (Description of Documents or Information Requested)

MCSD USE ONLY

Date Request Received: _____

Person Receiving Request: _____

Date Request Completed: _____

Method of Communication: _____

Cost: _____

Marion County School District,
Office of Superintendent
Phone: 843.423.1811
719 North Main Street, Marion, SC 29571
www.marion.k12.sc.us