

Freedom of Information Request Form

Request Submitted to:

WATA Freedom of Information Officer
Williamsburg Area Transit Authority (WATA)
7239 Pocahontas Trail
Williamsburg, VA 23185
Email: info@gowata.org

Date submitted: _____

Requested by: _____ Email _____ US Mail _____ In Person _____

Name of Requester: _____

Address: _____

City/State/Zip: _____

Phone: _____

Records Requested: Please be specific and provide as much detail as possible to help identify the information that you are seeking. Additional pages may be attached if necessary.

Do you want to receive copies of the documents? _____ Yes _____ No
Or, do you want to review the documents in the FOIA Officer's Office _____ Yes _____ No

If you would like to receive copies of the documents, do you want:

_____ Paper _____ Electronic

The first 50 copies are free. There will be a charge of \$.15 for every copy thereafter. Electronic copies may be delivered by email or FTP server at WATA's determination.

Is this request for a commercial purpose? _____ Yes _____ No

Signature, FOIA Officer

Date

Signature, Executive Director

Date