

## **Freedom of Information Act - History: What is FOIA?**

How to use the Freedom of Information Act.

Since 1967, the Freedom of Information Act (FOIA) has provided the public the right to request access to records from any federal agency. It is often described as the law that keeps citizens in the know about their government. Federal agencies are required to disclose any information requested under the FOIA unless it falls under one of nine exemptions which protect interests such as personal privacy, national security, and law enforcement.

All states have legislated the FOIA.

This law can be used by Friends of Liberty United as a helpful tool to create a list of City, County, and State besides the federal government.

A list for instance, Political parties and affiliates (Non-government Organizations). Clubs, Charters, etc. all who have an IRS Tax code number.

Provided sample using Nevada Open Record Act. Just click on your state on the list and will provide sample template.

**Geoffrey Knell**  
**261 Serpa Place**  
**Fallon, Nevada 89406**

[Date]

**City of Fallon**  
**Office of Public Records**  
**690 West Williams Street**  
**Fallon, Nevada 89406**

Dear **Custodian of records**:

Under the **Nevada Open Records Act § 239 et seq.**, I am requesting an opportunity to inspect or obtain copies of public records:

1. Copy of the list of Clubs, charters, Non-Government Organization (NGOs).

If there are any fees for searching or copying these records, please inform me if the cost will exceed \$50. However, I would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public's understanding. **I am a representative of Friends of Liberty United.** This information is not being sought for commercial purposes.

If access to the records I am requesting will take longer than (\_\_\_\_\_) please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request.

Sincerely,

**Geoffrey Knell**  
**775-354-9089**

Friends of Liberty United links I receive public records on any subject. Fee may be applicable.

## Sample State Letters for FOI and Public Records Requests

[Alabama Sample FOIA Request](#)

[Alaska Sample FOIA Request](#)

[Arizona Sample FOIA Request](#)

[Arkansas Sample FOIA Request](#)

[California Sample FOIA Request](#)

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