

FREEDOM OF INFORMATION REQUEST FORM  
PLANNING AND CODE COMPLIANCE DIVISION

DATE: \_\_\_\_\_

(Please Print)

Name (Mr., Mrs., Ms.): \_\_\_\_\_

Company Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Under the Freedom of Information Act (FOIA), I would like to request the following:

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As a public body under the South Carolina Freedom of Information Act, Greenville County may collect fees not to exceed the actual cost of searching for and making copies of requested records.

Request should be mailed, e-mailed or faxed to Greenville County Planning and Code Compliance, Attn: Annette C Padgett, 301 University Ridge, Suite 4100, Greenville, SC 29601; Telephone (864) 467-7589; Fax (864) 467-7222.

Email: [apadgett@greenvillecounty.org](mailto:apadgett@greenvillecounty.org)

CHARGES WILL APPLY TO ALL FOIA REQUEST

**FOR OFFICE USE ONLY:**  
RESEARCH TIME: \_\_\_\_\_ TOTAL # OF COPIES \_\_\_\_\_  
TOTAL COST: \_\_\_\_\_