



# Sumter City-County Planning Department

DERON L. MCCORMICK  
CITY MANAGER

HELEN M. ROODMAN  
PLANNING DIRECTOR

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COUNTY ADMINISTRATOR

## FREEDOM OF INFORMATION ACT REQUEST FORM

DATE OF REQUEST

REQUESTOR NAME:

REQUESTOR MAILING ADDRESS:

*Street*

*City*

*State*

*ZIP*

TELEPHONE NUMBER

EMAIL ADDRESS:

INFORMATION REQUESTED: *(please be as specific/detailed as possible)*

### SEND INFORMATION VIA:

- USPS MAIL  
 EMAIL  
 HOLD FOR PICKUP

Submit completed FOIA Requests by email to [PlanningDepartment@SumterSC.gov](mailto:PlanningDepartment@SumterSC.gov) or by mail to "Sumter Planning Department, 12 W. Liberty St., Sumter, SC 29150".

**OFFICE USE ONLY:**

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

Staff Member Processing Request: \_\_\_\_\_