



**MICHIGAN FREEDOM OF INFORMATION ACT
NOTICE OF RIGHT TO APPEAL - A DENIAL OF A RECORD**

If you believe that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, you may appeal to the **Chair of the Kent County Board of Commissioners** by filing a written appeal of the denial sent to the

Stan Stek, Chairman
Board of Commissioners' Office
Kent County Administration Building, 3rd Floor
300 Monroe Ave NW
Grand Rapids, MI 49503.

The appeal must be in writing, specifically state the word **“appeal,”** and identify the reason or reasons you are seeking a reversal of the denial.

Within 10 business days of receiving the appeal, the Chair of the Kent County Board of Commissioners will respond in writing by:

- Reversing the disclosure denial;
- Upholding the disclosure denial; or
- Reverse the disclosure denial in part and uphold the disclosure denial in part.

Whether or not you submitted an appeal of a denial to the Chair of the Kent County Board of Commissioners, you may file a civil action in the 17th Circuit Court within 180 days after the County's final determination to deny your request.

If you prevail in the civil action, the court will award you reasonable attorneys' fees, costs and disbursements. If the court determines that the County acted arbitrarily and capriciously in refusing to disclose or provide a public record, the court shall award you damages in the amount of \$1,000.

Please read below the full text of the relevant section of the FOIA law for complete details for your right to appeal a denial of a record.