



Cavan County Council
Comhairle Chontae an Chabháin

Cavan County Council

Request for access to
records under the freedom
of information act, 1997.

Please address this request to relevant FOI contact

Please use block letters

Details of applicant

Surname

First name

Postal address

Home telephone

Business telephone

Mobile telephone

Personal information

My preferred form of access is: (please tick as appropriate)

☐ To receive copies of the record by post

☐ Other

If other, please
specify

Details of request

In accordance with Section 7 of the Freedom of Information Act, I request access to records which are: (please tick as appropriate)

☐

Personal

☐

Non-personal

Details of the requested records

In the space provided, please describe the records as fully as you can. If you are requesting Personal Information, please state precisely, in whose name those records are held.

You will not normally be given access to personal information of another person unless you have obtained the written consent of that person.

I request the following records:

Please complete

Please sign here

--

Date

--

The following is for official use only

Date FOI request
recieved

--

Identity verified

--

Consent confirmed

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