TOWN OF BLUFFTON
FREEDOM OF INFORMATION ACT (FOIA) REQUEST

20 Bridge Street
PO Box 386
Bluffton, SC 29910
(843) 706-4522
Fax (843) 706-4518
www.townofbluffton.sc.gov
applicationfeedback@townofbluffton.com

Applicant	
Name:	Company:
Phone:	Email:
Mailing Address:	

Information Requested
Town Department: Growth Management
Project/Subdivision:
Pursuant to the Freedom of Information Act, Se 30-4-10, et seq., Code of Laws of South Carolina (1976, as amended), I request a copy of the following (please be as specific as possible):

Fee Schedule	
Black and White Photocopies (8.5" X 11" or smaller)	$ 0.20 per Page
Color Photocopies & Photocopies Larger than 8.5" X 11"	$ 0.25 per Page
Photocopies Plotter/Large Format Copies of Plans	$ 6.00 per Page
CD Copy	$ 5.00 per Disc
Staff Time (no less than a 30 minute charge)	$ 25.00 per Hour

I understand that obtaining or using public records for commercial solicitation directed to any person in this State is prohibited under Section 30-2-50 of the South Carolina Code of Laws. I understand that under Section 30-4-30 c of the South Carolina Code of Laws, the Town will provide a response within ten days (excepting Saturdays, Sundays and legal public holidays) of the receipt of a Freedom of Information Act (FOIA) Request. I also understand that I will be required to pay the costs of copying, research, and postage associated with my request.

Signature: _____ **Date:** _____

For Office Use	
Application Number:	*Date Received:*
Received By:	*Date Approved:*