



Procedures for Petitioning Access to University of Michigan Restricted Archival Records at the Bentley Historical Library

Please specify the following:

Name of Researcher _____

Mailing Address _____

Daytime Phone Number _____

E-Mail Address (if applicable) _____

Fax Number (if applicable) _____

Please specify with as much detail as possible the records you wish to inspect, with the following categories:

Name of record group _____

Box number _____

Folder(s) _____

Note: this form may be used to submit a Freedom of Information Act Request. For further information about How to File a FOIA request, please confer with the Bentley Historical Library's reference staff or directly with the Freedom of Information Act Office of the University of Michigan. Written FOIA requests should be sent to the University of Michigan FOIA Office, 6061 Fleming Building, 503 Thompson Street, Ann Arbor, Michigan 48109-1340. Requests can be faxed to the office at (734) 763-1399. They can also be e-mailed to the University of Michigan Freedom of Information Office at patsell@umich.edu. For further information on the University of Michigan and Michigan's Freedom of Information Act, researchers may consult the website <http://www.umich.edu/~urel/foia.html> or request a written brochure from the Bentley Historical Library's reference staff.

Bentley staff _____ Date received _____