



Freedom of Information or Environmental Information Regulations request

Please complete the boxes below and email to foi@gloucester.gov.uk. Alternatively please post or deliver in person to Gloucester City Council at the above address. We aim to respond to your request for information within 20 working days from receipt of your request. However, if your request is particularly complex and exemptions may need to be considered, the Council may need additional time to respond to the request and we will keep you informed if any delays are likely to occur.

***All requests must be in writing, either by form, email, website or post and include your full name, your complete address and full description of information you require.**

Title:		Full name*:	
Company name: <i>(if applicable)</i>			
Address*:			
Postcode:			
Email:			
Phone:			
Format requested: <i>(hard copy/email/excel)</i>			

Information requested*:

My preferred method of communication is *(please tick)*:

Post

/

Email