

**REQUEST FOR ACCESS TO RECORDS UNDER  
THE FREEDOM OF INFORMATION ACT, 2014**

**To:** FOI Officer,  
Western Development Commission  
Dillon HOuse  
Ballaghaderreen  
Co. Roscommon  
F45 WY26

Please use **BLOCK** letters

**Details of Applicant**

Surname: \_\_\_\_\_

First Name: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number(s)

Home: \_\_\_\_\_

Business: \_\_\_\_\_

Mobile: \_\_\_\_\_

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

to receive copies of the record by post

other  Please specify \_\_\_\_\_

**Details of Request**

In accordance with the Freedom of Information Act 2014, I request access to records which are:  
*(please tick as appropriate)*

Personal  Non-personal

*In the space provided below, 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:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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Please sign here: \_\_\_\_\_ Date: \_\_\_\_\_

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The WDC publishes a list of all non-personal Freedom of Information (FOI) requests on its website. The WDC requires customers to provide certain personal data in order to provide services and carry out the functions of the organisation. Your personal data may be exchanged with other Government Departments and Agencies in certain circumstances, where lawful. Full details can be found in the Data Privacy Notice, available on the WDC website or in hard copy upon request.