

**Bay County Library System  
Freedom of Information Act  
Denial of Request for Information**

TO: \_\_\_\_\_

You are hereby notified that your request of \_\_\_\_\_ (date) has been denied because the information requested is exempt from disclosure pursuant to MCL 15.243 (1) (a). The Bay County Library System maintains a Confidentiality Policy regarding the Disclosure of Patron Registration Information and will not release library patron names, addresses, telephone numbers or other registration information without the written permission of the library patron.

Under Michigan law, you may commence an action in the Circuit Court to compel disclosure of public records (Freedom of Information Act, Section 10, MCL 15.240). We have attached a copy of the Freedom of Information Act for a full explanation of your right to seek judicial review under Section 10.

\_\_\_\_\_  
Name and Title of Person Denying Request

\_\_\_\_\_  
Date

01/20/10 board approved