



Emmett Charter Township, Calhoun County

621 Cliff Street, Battle Creek, MI 49014

Phone: (269)968-0241 Email: foia@emmett.org

Copies of the Township's FOIA procedures and guidelines, public summary, and forms are available on the Township website at <https://www.emmett.org/>. Copies of these documents also are available free-of-charge at the Clerk's office, located at 621 Cliff Street, Battle Creek, MI 49014.

Certificate of Absence of Public Record

Michigan Freedom of Information Act, Public Act 442 of 1976, as amended; MCL 15.231, *et seq.*

The undersigned hereby certifies:

Public Record(s) Requested (Describe here or see attached copy of original request/appeal):

The public record described in the FOIA request dated: _____

either does not exist under the name given by the requestor or by another name reasonably known to the Township.

Signature of FOIA Coordinator or Designee:

Date:

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