

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

**To:** FOI Officer,  
Department of the Environment, Climate and Communications,  
Elm House,  
Earlsvale Road,  
Cavan,  
Co Cavan,  
H12 A8H7.

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

