

FREEDOM OF INFORMATION ACT (FOIA) REQUEST NO RECORD CERTIFICATION		REQUEUST DATE						
REQUESTOR'S NAME (LAST, FIRST, MIDDLE)		REQUEST NO.						
I HERE BY CERTIFY THAT ON DATE	RECORDS CUSTODIAN(S)							
STAFF AGENCY								
<p>PERFORMED A PHYSICAL SEARCH OF THE FOLLOWING AREA(S) FOR RECORDS IDENTIFIED IN THE SUBJECT REQUEST (<i>CHECK ALL AREA(S) SEARCHED</i>):</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">INDIVIDUAL DESK(S)</td> <td style="width: 50%;">COMPUTER DISKETTE(S)</td> </tr> <tr> <td>FILE CABINET(S)</td> <td>LOG BOOK(S)</td> </tr> <tr> <td>RECORDS HOLDING AREA</td> <td>OTHER (IDENTIFY) _____</td> </tr> </table>			INDIVIDUAL DESK(S)	COMPUTER DISKETTE(S)	FILE CABINET(S)	LOG BOOK(S)	RECORDS HOLDING AREA	OTHER (IDENTIFY) _____
INDIVIDUAL DESK(S)	COMPUTER DISKETTE(S)							
FILE CABINET(S)	LOG BOOK(S)							
RECORDS HOLDING AREA	OTHER (IDENTIFY) _____							
<p>IF SUCH RECORDS EXISTED, IT IS LIKELY THEY WOULD BE FOUND WITHIN THE AREA(S) SEARCHED. ALL FILES WHICH REASONABLY COULD BE EXPECTED TO CONTAIN THE RQUESTED RECORDS WERE SEARCHED; HOWEVER, NO RECORDS RESPONSIVE TO THE REQUEST WERE FOUND.</p>								
REMARKS:								
TYPED/PRINTED NAME, GRADE AND JOB TITLE:		SIGNATURE						

