Defense Intelligence Agency FOIA Request Form

Items marked with (*) are required.

PLEASE NOTE: If you are seeking personal records on yourself (i.e., personnel, investigative matters, reason why you were denied a position with this Agency, ect.) this is not the correct form. You will need to submit a PRIVACY ACT (PA) request, using the PA form.

Requester Information

Prefix: *First Name: Middle Name: *Last Name:

*Street Address:

*City: *State: *Zip code:

*Phone Number: *Email:

Requester Status

In order to help to determine potential fees please select one of the following:

☐ An individual seeking information for personal use.

☐ Affiliated with an educational or noncommercial scientific institution, and this request is made for a scholarly purpose.

☐ Affiliated with a private corporation and seeking information for use in the company's business.

☐ A representative of the news media/press and this request is made as part of news gathering and not for commercial use.

☐ Affiliated with a public interest group and this request is not for commercial use.

Fees

Please fill out the following so that, if fees are determined, we know if/when to contact you regarding them.

The maximum dollar amount I am willing to pay for this request is $ _____. Please notify me if the fees will exceed $25.00 or the maximum dollar amount I entered.

☐ I request a waiver of all fees for this request. Disclosure of the requested information to me is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the government and is not primarily in my commercial interest.

FOIA Request

Please describe the records you seek, and provide any additional pertinet information

*TYPED/PRINTED FULL NAME *SIGNATURE * DATE

By signing above you affirm that you have filled out this form to the best of your ability and provided all known information that could aid in the search of the record(s) you have requested. Failure to provide all pertiant information could negativly impart the ability and time required complete the request.

Defense Intelligence Agency Contact Information:

Mailing Address: Defense Intelligence Agency
ATTN: IMO-2C (FOIA)
7400 Pentagon
Washington, DC 20301-7400

Email: FOIA1@dodiis.mil

Phone Number: (301) 394-6253