Freedom of Information Act 2015

Request for information from Malew Parish Commissioners

Under the Freedom of Information Act 2015 every person who is resident on the Isle of Man has a legally enforceable right to obtain access to information held by a public authority, subject to certain exemptions and practical refusal reasons.

Before completing this form please read the **Guidance Notes** attached.

This form should not be used for requesting personal information about yourself, as this cannot be provided under the Freedom of Information Act 2015. These requests should be made under the Data Protection Act 2018 as a Subject Access Request.

SECTION 1	**YOUR DETAILS**
Title:	Mr/Mrs/Miss/Ms/(Other-please state……..)
Forename:	
Surname:	
Company/Organisation name:	
Address:	
Postcode:	
Contact telephone number:	
Email address:	
Preferred method of communication:	Letter / Email

SECTION 2	INFORMATION REQUESTED
Please provide as much information as possible to enable us to respond to your request.	

You may wish to attach documentation that supports your request.

Please send to: Malew Parish Commissioners, Main Road, Ballasalla IM9 2RQ

Data Protection
The personal information that you provide will be processed by the [*insert Authority name*] for the purpose of dealing with your request.

After a request is answered, we may publish anonymised requests and responses on an online disclosure log. Information published on the disclosure log may be treated as exempt under s20 of the Freedom of Information Act 2015, information accessible to applicant by other means.