

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

Please address this request to:

FOI Office, Enterprise Ireland, The Plaza, Eastpoint Business Park, Dublin 3.

Please use **BLOCK** letters

Applicant Name:

_____ *First*

_____ *Last*

Address:

Email:

Tel: _____

Personal Information

My preferred form of access is: *(please tick as appropriate)*

to receive copies of the record by post:

Email:

Details of Request

In accordance with **Section 12 of the Freedom of Information Act**, I request access to records which are: *(please tick as appropriate)*

Non-personal:

Personal:

*In the space provided below, please describe the records as fully as you can. If you are requesting **Personal Information**, please state precisely, in whose name those records are held. You will not normally be given access to personal information of another person unless you have obtained the written consent of that person.*

I request the following records:

Signature: _____

Date: _____