



NETWORKS

# REQUEST FOR ACCESS TO RECORDS

## under the Freedom of Information Act 2014

Please use BLOCK letters

### Details of Applicant

Surname: \_\_\_\_\_

First Name: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_ (Required\*)

Telephone Number(s): Home: \_\_\_\_\_ Mobile: \_\_\_\_\_ (Required\*)

*\*Please note that ESB Networks FOI Officer may wish to communicate with you in regard to your request.*

### My preferred form of access to records is to receive copies of the record(s):

(please tick as appropriate)

- Post
- Email
- Other ( please specify ) \_\_\_\_\_

### Type of records requested:

(please tick as appropriate)

- Personal records\*
- Non-personal records

*\*Proof of identification will be required. Please note you will not normally be given access to personal information of another person unless you have obtained the written consent of that person. This consent will be verified by ESB Networks FOI Office before such a request is filled.*

