

# City of Hanahan

## Freedom of Information Application

DATE: \_\_\_\_\_

TO: \_\_\_\_\_ (Name of Department/Elected Official)

1255 Yeamans Hall Road  
Hanahan, SC 29410

Pursuant to the Freedom of Information Act, Section 30-4-10, *et seq.*, Code of Laws of South Carolina (1976, as amended), I request a copy of the following (please be specific).

---

---

---

---

I understand that the City has fifteen (15) days, excluding weekends and City holidays, in which to respond. I also understand that I may have to pay for the costs of copying, research, and postage associated with my request.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Street/P.O. Box: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Please indicate your preferred method of delivery by checking the appropriate box below. If possible, we will respond by the preferred method; however, some responses may not be suitable for fax or email due to quantity, size or medium of the document.

Mail     Fax     Email

**Return this form via USPS, Fax**

City of Hanahan  
Building and Codes Department  
1255 Yeamans Hall Road  
Hanahan, SC 29410  
(843) 576-5259 - Office  
(843) 576-5274 – Facsimile