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FOIA 26-20 — Fax Record and Notices

Delivery notification, response-time computation, appeal form, and statutory excerpt

1. Fax platform delivery notification

Generated by the IPFone fax service and addressed to the recipient's email. Reproduced twice in the office's response packet.

FIELD	VALUE AS RECORDED
Direction	Outbound
To	adminfax@deltacountymi.gov
Date and time	January 30, 2026, 10:49:47 a.m. (−05:00)
Pages	1
Status	Delivered
Transmitting station identifier	REDACTED
Sender address on record	REDACTED
Notification sender	noreply@notify.ipfone.com

Under MCL 15.235(1) a request delivered by fax "is not received by a public body's FOIA coordinator until 1 business day after the electronic transmission is made." January 30, 2026 was a Friday. One business day later is Monday, February 2, 2026, which is the receipt date the office used in its letter.

2. Response time computation

EVENT	DATE	BUSINESS DAYS FROM RECEIPT
Request faxed	Friday, January 30, 2026	—
Deemed received, MCL 15.235(1)	Monday, February 2, 2026	0
Denial issued	Thursday, February 5, 2026	3
Statutory deadline, MCL 15.235(2)	**Monday, February 9, 2026**	**5**

The response issued on the third business day, two business days inside the five-business-day limit. No extension was taken under MCL 15.235(2)(d), and none was required.

3. Appeal form supplied with the response

The packet includes a blank FOIA appeal form. It is undated and contains no request-specific information.

FOIA Appeal Form

FOIA Request Number: _____

Name of requester: REDACTED

Date of original request: _____

Date of denial: _____

I appeal the denial of my request for the following reasons:

_____

_____

_____

Signature: _____ Date: _____

4. Statutory excerpt included in the packet

The packet reproduces the text of MCL 15.240 on two separate pages, in identical form (pages 4 and 6 of the original). The excerpt describes the written appeal to the head of the public body, the 180-day civil action, de novo review, and the recovery of attorney fees, costs, disbursements, and damages.

The letter's own appeal paragraph recites "punitive damages of $1,000.00." MCL 15.240(7) provides for a civil fine of $1,000 in addition to punitive damages of $1,000. The letter does not mention the civil fine.

Transcription note. This document consolidates the fax delivery notifications, the blank appeal form, and the statutory excerpt pages from the ten-page response packet. The requester's identifying details are redacted. The office produced no records in response to FOIA 26-20; every page in the packet is procedural.