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

**To:** FOI Officer, The Teaching Council, Block A, Maynooth Business Campus, Maynooth, Co. Kildare

***Please use BLOCK letters***

**Details of Applicant**

First Name:

Surname:

Postal Address:

Email Address:

**Telephone Number(s)**

Home:

Business:

Mobile:

**Details of Request**

In accordance with the Freedom of Information Act 2014, I request access to records which are: (please tick or delete as appropriate)

Personal □ Non-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. It is not usual to be given access to personal information of another person unless you have obtained the written consent of that person.* **I request the following records:**  |