Federal Housing Finance Agency.

§ 1202.6

(c) Request Is Under FOIA. Your request must have a statement identifying it as being made under FOIA.

(d) Your FOIA Status. If you are submitting your request as a “commercial use” requester, an “educational institution” requester, a “non-commercial scientific institution” requester, or a “representative of the news media” for the purposes of the fee provisions of FOIA, your request must include a statement specifically identifying your status.

(e) Describing the Records You Request. You must describe the records that you seek in enough detail to enable FHFA personnel to locate them with a reasonable amount of effort. Your request should include as much specific information as possible that you know about each record you request, such as the date, title or name, author, recipient, subject matter, and file designations or descriptions of the record.

(f) How You Want the Records Produced to You. Your request must tell FHFA whether you will inspect the records before duplication or want them duplicated and furnished without inspection.

(g) Agreement To Pay Fees. Your FOIA request is an agreement by you to pay all applicable fees charged under section 1202.11, up to $100.00, unless you seek a fee waiver. When making a request, you may specify a higher or lower amount you will pay without consultation. Your inability to pay a fee does not justify granting a fee waiver.

(h) Valid Requests. FHFA will only process valid requests. A valid request must meet all the requirements of this section.

§ 1202.6

What if my request does not have all the information FHFA requires?

If the FHFA determines that your request does not reasonably describe the records you seek, is overly broad, or otherwise lacks required information, we will inform you in writing to explain why your request is incomplete or insufficient and give you 30 calendar days to modify your request to meet all the requirements. The first request for additional information tolls the 20