

USSOUTHCOM Official FOIA Electronic Submission Form

Items marked with an asterisk () are required.*

* Your Street Address:

* Your City, State, Zip Code:

Today's Date:

United States Southern Command
Attn: SCSJA-FOIA
9301 NW 33rd St.
Doral, FL 33172

Dear United States Southern Command FOIA Manager:

This is a request under the Freedom of Information Act.

* I request that a copy of the following records (or documents containing the following information) be provided to me (identify the documents or information as specifically as possible):

* In order to help to determine my status to assess fees, you should know that I am (select one - required):

An individual seeking information for personal use.

Affiliated with an educational or noncommercial scientific institution, and this request is made for a scholarly purpose.

Affiliated with a private corporation and seeking information for use in the company's business.

A representative of the news media/press and this request is made as part of news gathering and not for commercial use.

Affiliated with a public interest group and this request is not for commercial use.

* The maximum dollar amount I am willing to pay for this request is \$. Please notify me if the fees will exceed \$25.00 or the maximum dollar amount I entered.

I request a waiver of all fees for this request. Disclosure of the requested information to me is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the government and is not primarily in my commercial interest.

* Specific explanation for waiver of fees (required if a waiver is requested):

Additional comments:

Thank you for your consideration of this request.

Sincerely,

* Signature

Title:

* First name:

Middle Initial:

* Last name:

* Daytime telephone number:

Fax number:

Email address:

USSOUTHCOM FOIA Electronic Submission Information

The Freedom of Information Act (FOIA), enacted in 1966, generally provides that any person has the right to request access to federal agency records or information. Federal agencies are required to disclose records upon receiving a written request for them, except for those records that are protected from disclosure by any of the nine exemptions or three exclusions of the FOIA. This right of access is enforceable in court.

Your Rights Under FOIA

- You have the right to request records under the Freedom of Information Act.
- You have the right to appeal any denial of records under the Freedom of Information Act.
- You have the right to request a “fee waiver” if you can demonstrate that the requested record(s) is in the public interest and not primarily in the commercial interest of the requester.
- Under Executive Order 13526, you have the right to request review of specific documents for declassification and release to the public.
- For additional information please see the [DoD FOIA Handbook](#).

The SOUTHCOM FOIA Service Center was designed to assist the public in making Freedom of Information Act (FOIA) requests for HQ U.S. Southern Command (SOUTHCOM) records. The information obtained herein is not intended to be definitive or exhaustive. The FOIA, which is known by its legal cite as Title 5 U.S.C. § 552, along with the Department of Defense (DOD) Regulation 5400.7, governs how requests will be processed within SOUTHCOM. Because SOUTHCOM must comply with national security laws, some documents or parts of documents may be exempt from release.

This FOIA Requester Service Center is the initial point of contact for FOIA requesters (see FOIA Contact) to receive status, updates and appropriate information about their requests. Any requesters that have concerns about the service they are receiving from this FOIA Requester Service Center can raise concerns with Mr. James Hogan, FOIA Public Liaison, Chief of FOIA Policy, Appeals and Litigation. He can be reached at (571)372-0449 or at OSD.FOIALiaison@mail.mil.

For additional information please see the [DoD Freedom of Information Act Policy Office](#)