

GRAMA Appeal Notice of Denial (appeals to State Records Committee)

Date: _____

Note: Utah Code § [63G-2-401](#) (5,7) states that if the chief administrative officer of a governmental entity affirms the denial of a records request upon appeal in whole or in part, it shall provide a notice of denial of the appeal. The denial shall include a statement that the requester has the right to appeal the denial to either the records committee or district court, the time limits for filing an appeal, and the name and business address of the executive secretary of the records committee.

Requester's information

Name: _____

Address: _____

City/State/Zip: _____

Daytime telephone number: _____

Respondent's information

Chief administrative officer: _____

Government agency or office: _____

Address: _____

City/State/Zip: _____

The denial of your records request, and subsequent appeal herein, has been affirmed. These records have been classified with restricted access pursuant to GRAMA (Utah Code § [63G-2-201](#)(3)) or court rule, another state statute, federal statute, or federal regulation (Utah Code § [63G-2-201](#)(6)). Please see the attached sheet for a description of the record(s) denied and the reason for the denial.

Notice of appeal

Pursuant to Utah Code § [63G-2-402](#), you have the right to appeal this decision to the records committee by filing a notice of appeal to the executive secretary or to the district court by filing a petition for judicial review. Please direct your appeal to the records committee to:

Nova Dubovik, State Records Committee Executive Secretary
346 Rio Grande
SLC, UT 84101-1106

Your notice of appeal must be submitted within 30 days of the above denial date and must include your name, mailing address, daytime telephone number, an explanation of the relief sought, and information specific to [Rule R35-2. Declining Appeal Hearings](#). You may also include any supporting information with your notice of appeal.

