e-mail: foiacouncil@dls.virginia.govPocahontas Building ~ 900 E. Main Street, 8th Floor ~ Richmond, Virginia 23219

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FOIA TRAINING ANNOUNCEMENT

July 10, 2018

**2018 FREEDOM OF INFORMATION (FOIA) "RECORDS" TRAINING**

The Commonwealth of Virginia's Freedom of Information Advisory Council will be conducting its 2018 FOIA "Records" training in Richmond, Virginia. The training will be held at the Pocahontas Building located at 900 E. Main Street Richmond, VA 23219 near the Virginia State Capitol. Dates and times for the for the training sessions are as follows:

July 25, 2018 2:00 p.m. - 3:30 p.m.

August 29, 2018 2:00 p.m. - 3:30 p.m.

October 3, 2018 2:00 p.m. - 3:30 p.m.

November 7, 2018 2:00 p.m. - 3:30 p.m.

Citizens, media representatives, public officials, and public employees with an interest in learning more about access to public records under the Virginia Freedom of Information Act (FOIA) are invited to register for this free training presentation. The presentation will provide an overview of the legal requirements regarding access to public records under FOIA, including what is a public record, how to make a public records request, how to respond to records requests, information on exemptions from mandatory disclosure, and the remedies available should a violation occur.

For registration information, check the FOIA Council's website at <http://foiacouncil.dls.virginia.gov/foiacouncil.htm> OR contact the FOIA Council directly toll free at 866-448-4100.

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