

VIRGINIA:

IN THE \_\_\_\_\_ COURT

_____	)	
Plaintiff	)	
	)	
vs	)	Case No. _____
	)	
_____	)	
Defendant	)	

**AFFIDAVIT REQUESTING GOVERNMENTAL RECORD(S)**

1. I am the \_\_\_\_\_ with \_\_\_\_\_  
For example, Freedom of Information Act Coordinator with the VA Dept. of Medical Assistance Services

2. Upon request of the Plaintiff Defendant, I searched the Agency's records for:  
\_\_\_\_\_  
\_\_\_\_\_

Check One:

3. Attached is/are a true copy of the record(s).  
After a diligent search, no record or entry of such record was found.

I certify this information is true and correct and any copies attached are true copies.

\_\_\_\_\_  
Affiant's Signature

\_\_\_\_\_  
Printed Name

State of \_\_\_\_\_,

City/County of \_\_\_\_\_ to wit:

Subscribed and sworn to before me this \_\_\_\_\_.

\_\_\_\_\_  
Notary

MY COMMISSION EXPIRES \_\_\_\_\_ CLERK / NOTARY PUBLIC (CERT. No. \_\_\_\_\_)