

45 C.F.R. § 1148.3

How can I make a FOIA request?

- (a) *General information.* To make a request for records, a requester should write directly to the Arts Endowment at National Endowment for the Arts, Office of General Counsel, 400 7th St. SW, Second Floor, Washington, DC 20506. Requests may also be sent by facsimile to the General Counsel's office at (202) 682-5572, or by email to foia@arts.gov.
- (b) *Identity requirements.* Depending on the type of document you ask for, the Arts Endowment may require verification of your identity or the identity of a third party.
- (1) A requester who is making a request for records about himself or herself must comply with the Arts Endowment's verification requirements as set forth in § 1159.9 of this chapter.

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