

# Requests For Information

Requests for Information must be submitted in writing (mail, fax, or email), and must be as specific as possible

**Public Information\*\***

**Information Released Immediately**

**Private Information**

*Material to which a party or person has asserted a privacy interest. Or material that clearly implicates a privacy interest (e.g. social security number, medical information, etc.)*

**Human Rights Bureau Will Contact The Person Or Parties That Provided The Information And Ask If They Object To The Release Of Information To The Requestor.**

**No Objection Received**

**Information Released Immediately**

**Objection Received**

*Objections to Release of Information must be submitted in writing (mail, fax or email), and must be as specific as possible.*

**Human Rights Bureau Will Deny The Release of Information**

**Human Rights Bureau Will Advise Requestor of Objection & Allow for Requestor to File a Request for Review of the Denial to Release of Information**

**Request For Review Received Within 10 Business Days**

**Request for Review will be forwarded to Hearings Bureau, including:**

- Initial Request for Information
- Notice Letters to Parties
- Notice Letter to Requestor
- Objection to Release of Information
- Notice of Objection to Requestor
- Request for Review

**Hearing Held Promptly**

For More Information Please Refer To:  
[Administrative Rules Of Montana 24.8.210](#)

*\*\*If the material sought from the Human Rights Bureau is material being held or provided by a public entity, the Requestor should direct the request for information to that public entity. Please refer to [MCA 2-6-102](#)*