**Section 726.310 Appeal of a Denial**

a) A requestor whose request has been denied by the Freedom of Information Officer may appeal the denial to the Director of the Department. The notice of appeal shall be made in writing and sent to:

 Director

 Illinois Department on Aging

 421 East Capitol Avenue

 Springfield, Illinois 67206

 ATTN: FOIA Appeal

b) The notice of appeal shall include a copy of the original request, a copy of the denial received by the requestor, and a statement of the reasons why the appeal should be granted.