**Section 876.401 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

 Department of Energy and Natural Resources

 325 W. Adams, Floor 3, Springfield, IL 62706

 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.