

Thank you for your request dated today's date and I regret to inform you that "???" is not a valid name for the purposes of Section 8(1) of the Freedom of Information Act 2000.

Section 8(1) of the FOIA sets out the requirements of a valid request for information and says that a request must, amongst other things, "state the name of the applicant and an address for correspondence". The ICO has issued guidance on what is an acceptable name and states that the use of the phrase "the name of the applicant" in section 8(1) (b) indicates that the real name of the applicant should be used when requesting information.

See:

The Guidance is available from: <https://ico.org.uk/media/for-organisations/documents/1164/recognising-a-request-made-under-the-foia.pdf>; paragraph 25 refers. In order for your request to comply with this requirement, I would be grateful if you could provide your **full name**.

The Information Commissioner considers that a relatively informal approach is appropriate and therefore title and or first name with a surname satisfies the requirement for provision of a real name, as does the use by a female applicant of her maiden name. The prime consideration is whether enough of a person's full name has been provided to give a reasonable indication of that person's identity.

In the circumstances and, in order that I can process your request, can you please provide me with your surname.

If you should require any further information or assistance then please do not hesitate to contact me.

I look forward to hearing from you in due course