

**3.** Information on rights, how to make a request.

**3.2** Any person wishing to request information can do so by way of the alternative arrangements covered under section 6 of the Guide to Information and the following:-

- Online at [www. Galleoncentre.com](http://www.Galleoncentre.com)
- Email [markpilkington@galleoncentre.com](mailto:markpilkington@galleoncentre.com); [dhasson@galleoncentre.com](mailto:dhasson@galleoncentre.com)
- Phone 01563 557053 or 01563 557054
- Office Manager, The Galleon Centre, 99 Titchfield Street, Kilmarnock, KA1 1QY

For personal visits, advice and assistance, exempt information, information that we may withhold can all be found in section 3 and 4 of our guide.