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REQUEST FOR COPIES OF PUBLIC RECORDS UNDER THE ILLINOIS FREEDOM OF INFORMATION ACT

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

PERSON OR ENTITY REPRESENTED: _____

IS REQUEST BEING MADE FOR COMMERCIAL PURPOSES? () YES () NO

PUBLIC RECORD(S) REQUESTED (be specific): _____

SIGNATURE

DATE

Unless otherwise notified, your request for public records will be complied with within five (5) business days after its receipt. Requests for commercial purposes will be complied with within twenty-one (21) days unless otherwise notified.