

The Village of South Barrington
30 South Barrington Road - South Barrington, IL 60010

To Village Hall _____ or Police Dept _____

Phone: 847.381.7510 847.381.7512

Fax: 847.381.0024 847.381.0929

Email: foia-vh@southbarrington.org foia-pd@southbarrington.org

(Receiving date stamp above)

FREEDOM OF INFORMATION REQUEST

Your Name _____

Your Address _____

Your Phone _____ Your Fax: _____

Your Email: _____

(Required, check) Is the request for a commercial purpose? _____ Yes _____ No

Company Name _____

Records Requested:

(Check) I would like:

_____ To inspect these records

_____ Copies of the records at a cost of \$0.15 cents per page in excess of 50 pages.

_____ Actual cost of copy service for oversized or color pages.

_____ Additional fee charged per Statute (i.e. accident reports, \$5; reconstruction reports, \$25)

_____ Certified copies of the following records at a cost of \$1.00 per document.

Signature: _____ Date: _____

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FOR VILLAGE/POLICE DEPT USE ONLY:

Due Date: _____

Request received by: _____ Date received _____ Date complied with: _____

Number of copies made _____ Cost \$ _____ Date payment received _____

_____ Viewed in office _____ Picked Up _____ Mailed _____ Faxed _____ Emailed

Reason for extension or denial (if applicable) _____

Signature authorizing release of records: _____