ILLINOIS FREEDOM OF INFORMATION ACT
REQUEST FOR PUBLIC RECORDS

Attn: MARY KAY DUGGAN, Village Clerk
14122 Chicago Road, Dolton, IL 60419
Fax 708-849-1267
mduggan@vodolton.org
Telephone 708-201-3295

Date: ________________

Name: ____________________ Company/Organization: ________________________________

Mailing Address: ____________________ (city, state, zip code) ________________________________

Telephone: ________________ Fax: ________________ Email: ________________________________

Please indicate if you wish to inspect the records or receive copies:

___ inspection  ___ paper  ___ electronic  ___ CD/DVD

Charges: $.15 per page black and white letter/legal size copies after the first 50 pages
$2.00 per page oversized/color copies
$2.00 each CD/DVD

___ Inform me if charges shall exceed $_________.

___ This request is for a commercial purpose.

(Note: It is a violation of the Freedom of Information Act to knowingly obtain a public record for commercial purpose without disclosing that is for a commercial purpose.)

PUBLIC RECORDS REQUESTED (Please be specific): ______________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

This request is being made in accordance with the provisions of the Freedom of Information Act, and the undersigned agrees to abide by the requirements of the Act, and to pay all applicable charges involved with the copying of the public records including postage costs.

SIGNATURE: ________________________________

VILLAGE USE ONLY:

DATE OF COMPLIANCE: ________________ DATE OF DENIAL: ________________

REASON FOR DENIAL: ________________________________________________

REQUEST FOR RECORDS forwarded TO:

___ Water  ___ Housing  ___ Bldg. Insp.  ___ Permits & Licenses  ___ Finance  ___ HR
___ Fire  ___ Police  ___ Public Works  ___ Village Clerk  ___ Other _______________________