



VILLAGE OF HILLSIDE

FOIA FREEDOM OF INFORMATION ACT – REQUEST FOR RECORDS

DATE OF REQUEST: _____ TIME OF REQUEST: _____

IS THIS REQUEST FOR A COMMERCIAL PURPOSE? _____ YES _____ NO
It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose. 5ILCS 140/3.1(c)

REQUESTED BY: _____

ADDRESS: _____ CITY: _____ ZIP CODE: _____

PHONE NUMBER: _____ FAX NUMBER: _____ EMAIL: _____

NOTE: The Illinois Freedom of Information Act allows charges of 15 cents per hard copy for every page over 50. Charges for copies needed to be done at a professional printer shall not exceed the Village's cost for reproduction.

RECORDS SOUGHT TO BE INSPECTED: _____

PLEASE STATE IF REQUEST IS TO INSPECT RECORDS OR RECEIVE A COPY OF INFORMATION

REQUESTED: _____

COMMENTS OR REMARKS: _____

THE UNDERSIGNED HERBY REPRESENTS THE PURPOSE OF THIS REQUEST IS NOT TO FURTHER COMMERCIAL ENTERPRISE UNLESS CHECKED ABOVE:

SIGNATURE