

REQUEST FOR PUBLIC RECORDS – FOIA Request

Note to Requestor: Retain a copy of this request for your files. If you eventually need to file a Request for Review with the Public Access Counselor, you will need to submit a copy of your FOIA request.

TO: Jackie Tithof Steere or June Fergus
FOIA Compliance Officers
BLOOMINGDALE PARK DISTRICT
Johnston Recreation Center
172 S. Circle Avenue
Bloomington, Ill. 60108
Phone (630) 529-3650
Fax (630) 529-9184

REQUEST FROM: _____
(Please Print)
Address: _____

City/State/Zip (Required): _____
Telephone (Optional): _____
E-mail (Optional): _____
Fax (Optional): _____

Date Requested: _____

Request Submitted by: _____ Email _____ U.S. Mail _____ Fax _____ In Person

Description of Records Requested:

Do you want copies of the documents? _____ YES _____ NO

Do you want electronic copies or paper copies? _____

If you want electronic copies, in what format? _____

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, if requested to do so by the public body. 5 ILCS 140.3.1 (c).

Are you requesting a fee waiver? _____ YES _____ NO

(If you are requesting that the public body waive any fees for copying the documents, you must attach a statement of the purpose of the request, and whether the principal purpose of the request is to access or disseminate information regarding the health, safety and welfare or legal rights of the general public. 5 ILCS 140/6 (c).