Oswegoland Park District FOIA Request

Name and Address of Public Body Receiving Request: _____________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
Date Requested: ___________________________________________________________________________________
Request Submitted By: ___ E-mail ___ U.S. Mail ___ Fax ___ In Person
Name of Requester: ________________________________________________________________________________
Street Address: ____________________________________________________________________________________
City/State/County Zip (required): _______________________________________________________________________
Telephone (Optional): E-mail (Optional): _________________________________________________________________
Fax (Optional): ____________________________________________________________________________________

Records Requested: *Provide as much specific detail as possible so the public body can identify the information that
you are seeking. You may attach additional pages, if necessary.
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________

Do you want copies of the documents? YES or 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 or 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 ILCS140.3.1(c))

Are you requesting a fee waiver? YES or 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)).

**Note to Requester: 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.