



Village of Tilton
1001 Tilton Road
Tilton, IL 61833
FOIA Office (217) 477-0800
FOIA Fax (217) 477-0806

Freedom of Information Request

Illinois Freedom of Information Act (§5 ILCS 140/7)

(Please print the following)

Name of the Requester: _____

Street Address: _____

City: _____ State: _____ Zip code: _____

Phone No.: _____ E-Mail: _____ Fax No.: _____

Person or Entity Represented: _____

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.

Please state how you prefer the information: (Check One) E-Mail Paper Copies Fax USB or Disk

FEES: Listed Below

(It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for commercial purpose without disclosing that it is for commercial purpose, if requested to do so by the public body. 5ILCS 140.3.1(c)).

Is this request for Commercial Purposes? Yes No

Signature

Date

Unless you are otherwise notified, your request for public records will be compiled within five (5) working days with the exception of Saturday, Sunday, & holidays after its receipt. Cost for paper copies, CD's, etc will be charged according to the schedule below.

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OFFICE USE ONLY

REQUEST SUBMITTED BY: U.S. MAIL FAX E-MAIL IN PERSON

Date Received _____ Received By _____

Date Response Due _____ FOIA # _____

Date Extension Due _____ Date Completed _____

Pages _____ (1st 50 free, then \$0.15 per page) Amount Paid _____

Documents Certified _____ (\$1.00 per document) Amount Paid _____

Compact Disks _____ (\$5.00 per disk) Amount Paid _____

USB (flash drive, zip drive) _____ (\$10.00 per USB) Amount Paid _____

Accident Reports _____ (\$5.00 per report) Amount Paid _____