

**FREEDOM OF INFORMATION ACT (F.O.I.A.) REQUEST**

CONTACTS: Chief Brian L. Vielweber or Michelle Schlarman, F.O.I.A. Officers  
618-233-4180 (telephone)  
618-233-0880 (facsimile)

By Mail: Village of Smithton, F.O.I.A. Officer, 101 S. Main St., P.O. Box 330, Smithton, IL 62285

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\_\_\_\_\_  
Requestor's Name, Firm, or other Affiliation

\_\_\_\_\_  
Requestor's Street Address/P.O. Box

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Telephone (include area code)

\_\_\_\_\_  
Requestor's Signature and Date of Request

Is this request for commercial use? \_\_\_\_\_ yes  
\_\_\_\_\_ no

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**DESCRIPTION OF INFORMATION REQUESTED:**

Copies     Inspect Documents

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**FOR OFFICE USE ONLY**

APPROVED: \_\_\_\_\_ Requested information enclosed  
\_\_\_\_\_ Information will be produced upon receipt of payment of \$\_\_\_\_\_.  
\_\_\_\_\_ Information may be inspected at this office on \_\_\_\_\_, 20\_\_\_\_\_.

DENIED: \_\_\_\_\_ Request creates an undue burden on a public body in accordance with 3(f) of the Illinois Freedom of Information Act, and this office is not able to negotiate a more reasonable request.  
\_\_\_\_\_ Information is exempt under 7\_\_\_ of the Illinois Freedom of Information Act for the following reasons:\_\_\_\_\_.

DEFERRED: \_\_\_\_\_ In accordance with 3(d) of the Illinois Freedom of Information Act, the request is delayed for the reasons: \_\_\_\_\_  
You will be notified by \_\_\_\_\_, 20\_\_\_\_\_, as to the action to be taken on the request.

RIGHT TO APPEAL: If desired, submit a copy of the denied request along with a written statement of reasons in support of your appeal to: Public Access Bureau, 500 S. Second St., Springfield, IL, 62076 or at [publicaccess@atg.state.il.us](mailto:publicaccess@atg.state.il.us). Telephone (217)-558-0486.

\_\_\_\_\_  
Signature of F.O.I.A. Officer

\_\_\_\_\_  
Date of Reply