

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

CONTACTS: Chief Jason Neff or Michelle A. 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

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

DESCRIPTION OF INFORMATION REQUESTED:

Copies Inspect Documents

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. Telephone (217)-558-0486.

Signature of F.O.I.A. Officer

Date of Reply