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., 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