



Request for Public Records under the Illinois "Freedom of Information Act" (SILCS 140/1 et seq.)

Requestor's Name (Please Print) _____ Date of Request _____

Mailing Address (Please Print) _____

City _____ State _____ Zip _____

Phone Number _____ Email Address _____

Requestor's Signature _____

Request is for Records from: _____ Police Department _____ Other Village Records

I wish to: _____ Inspect only (no copies) _____ Pick up copies _____ Receive copies via e-mail

The Village of Monee will respond to this request within five (5) business days. If this request requires an extension, five (5) additional days will be requested and sent to you in writing.

The Village of Monee will respond to Commercial requests within twenty-one (21) business days.

DESCRIPTION OF PUBLIC RECORD Please be as specific as possible in identifying the document(s) you are seeking.

Is the information requested to be used for Solicitation/Commercial Purposes? _____ Yes _____ No

Please return this request to: foia@villageofmonee.org or the Village Hall at 25711 S. Egyptian Trl. Monee, IL 60449

FOR OFFICE USE ONLY

Date received: _____

Date Due: _____

FOIA Request # _____