

FREEDOM OF INFORMATION REQUEST

From the Village of Stockton under the
Illinois Freedom of Information Act

Date: _____

Name of Requester: _____

Request Submitted By: _____ E-mail _____ U.S. Mail _____ Fax _____ In Person

Street Address: _____

City/State/Zip Code (required): _____

Telephone (Optional): _____ E-Mail (Optional): _____

Records Requested: *(Provide as much specific detail as possible so that the public body can identify the information that you are seeking. You may attach additional pages, if necessary. Please type or write legibly)*

Please send the information as: _____ Electronic Copies or _____ Paper Copies
If you are requesting electronic copies, please make sure you have given us a legible e-mail address.

Is this request for a Commercial Purpose? _____ Yes _____ No
(It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for commercial purpose, if requested to do so by the public body. (5 ILCS 140.3.1(c))

The Village of Stockton will respond to the above request within five (5) working days from the above date

FOR OFFICE USE ONLY

The records requested have been reviewed and are appropriate for release under the guidelines of the Illinois Freedom of Information Act, except for the following records:

Reasons access was denied to the above records (specify section of the Illinois FOIA which applies):

Copies were provided to the applicant on: _____ Date _____ Electronic _____ Paper

Signature of employee

Routing: Police Public Works Administration Other

**Form & information MUST be returned to the Village Clerk's Office within five (5) days.
Applicant will be contacted by the Village Clerk. If response is sent by your department, a copy must be provided to the Village Clerk's office.**

All requests for city documents will be directed to the FOIA Officer in the Village Clerk's Office. Requests for police documents are handled by the Police FOIA Officer and can be made in person at the Stockton Police Department located at 155 West Front Avenue, Stockton, IL.

The Village will respond to all Freedom of Information requests within five working days of its receipt. If additional time is needed, you will be notified of the Village's intent to respond within an additional five working days as permitted under the Act. If any of the materials you have requested are exempt under the Act, you will be notified in writing of the specific exemption which applies to the documents and you will be provided with all non-exempt materials.

You may seek review of any denial, or partial denial, of your request by judicial review pursuant to Section 11 of the Act, or by submitting a request for review to the Public Access Counselor in the Office of the Attorney General at the address set forth below. Any request for review to the Public Access Counselor must be in writing, signed by you, must include a copy of your request and the response, or responses, you have received from the city, and must be filed not later than sixty days after the date of the denial.

Public Access Counselor
Office of the Illinois Attorney General
Public Access & Opinions Bureau
500 South Second Street
Springfield, IL 62706

Rates are as follows:

Photocopies (after page 50)	.15
Certification	1.00
CD (pictures, maps, etc.)	10.00
Audio CD	15.00
DVD	20.00
Traffic Accident copies	5.00
Case reports for Attorneys	5.00