



FREEDOM OF INFORMATION ACT

REQUEST FOR PUBLIC RECORDS FROM THE WEST CHICAGO FIRE PROTECTION DISTRICT

TO: CHIEF PATRICK TANNER
FOI OFFICER

FROM: _____
NAME

WEST CHICAGO FIRE
PROTECTION DISTRICT

ADDRESS

200 FREMONT STREET
WEST CHICAGO, IL 60185

CITY, STATE, ZIP CODE

AREA CODE, PHONE#

DESCRIPTION OF REQUESTED RECORDS _____

- The above-captioned records were presented to the requesting individual for inspection on the _____ day of _____, 20____ at _____ a.m./p.m.
- The above-captioned records were not presented to the requesting individual for inspection, or a portion of the records were not presented for inspection for the following reason(s):
 - _____ The requested records are stored in another location.
 - _____ The request requires the collection of a large amount of records.
 - _____ The request is categorical in nature and requires an extensive search.
 - _____ We have failed to located the requested records in our initial attempt and the search is continuing.
 - _____ The requested records require examination by a competent person in order to determine which, if any, are exempt under Section 7 of the Act.
 - _____ It would unduly burden or interfere with the operations of the West Chicago Fire Protection District to fill the request within the initial seven (7) working days.
 - _____ There is a need for consultation with another public body which has a substantial interest in the determination or in the subject matter of the request.
- With respect to the records you have requested, such records will be made available to you by the _____ day of _____, 20____ or we will make a decision denying your request by such date.

FREEDOM OF INFORMATION ACT REQUESTING INDIVIDUAL:

BY: _____
TITLE: _____
DATE: _____

WEST CHICAGO FIRE PROTECTION DISTRICT

BY: _____
TITLE: _____
DATE: _____