

REQUEST FOR ACCESS TO PUBLIC RECORDS
PURSUANT TO THE FREEDOM OF INFORMATION ACT (5ILCS 140)

Date of Request: _____

Organization: _____

Name: _____

Commercial Purpose: _____

Address: _____

Phone Number: _____

Email Address: _____

I HEREBY REQUEST ACCESS TO THE FOLLOWING RECORDS:

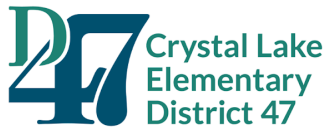
Within 5 business days of the District receiving your request, you are entitled to a response, or notice that the district is in need of addition processing time (not to exceed an additional 5 business days). When our response is complete, we will contact you.

The District’s response, including all supporting documents, and FOIA request with all submitted information, will be posted online under “Freedom of Information” on the District 47 website. District 47 provides this service as a public courtesy for no fee. Documents will be posted within 7 business days from our response to your request.

Fees will apply after the initial limited amount of black and white copies are provided. Actual cost of color or abnormal size copies will apply.

SEND REQUEST TO:

Crystal Lake School District 47
Clare Bourne, FOIA Officer
300 Commerce Dr.
Crystal Lake, IL.
Email: FOIA@D47.org



Grow. Empower. Thrive.
