



Freeport Park District Freedom of Information Act (FOIA) Request



Note to requester: This is a suggested format to submit a FOIA request to the Freeport Park District. You are not required to use this form. You may submit a FOIA request in any written format that you choose. You should retain a copy of your FOIA request for your files.

Request submitted to: FOIA Officer

Freeport Park District
1122 S. Burchard Avenue
Freeport, IL 60132

E-Mail: Contact@freeportparkdistrict.org

Questions: (815) 235-6114

Date of Request: _____

Name of Requester _____

Street Address _____

City _____ State _____ Zip _____

Request submitted via:

E-Mail _____

US Mail _____

In Person _____

Telephone (optional) _____ FAX (optional) _____

E-mail (optional) _____

Records requested: *Provide as much detail as possible to help identify the exact information being sought. Additional pages may be attached, if necessary.* _____

Do you want to receive copies of the documents? Yes _____ No _____

Or, do you want to review the documents at the Park District office? Yes _____ No _____

If you would like copies of the documents, do you want paper _____ or electronic _____ copies?

Is the 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 a commercial purpose, if it is requested by the public body.

Are you requesting a fee waiver? Yes _____ No _____

If you are requesting a waiver of any fees for copying the documents, you must attach a statement of the purpose of the request and whether the principal purpose of the request is to access or disseminate information regarding the health, safety and welfare or legal rights of the general public.