

VILLAGE OF MIDLOTHIAN

REQUEST TO INSPECT AND/OR COPY RECORDS

Date: \_\_\_\_\_

To: Freedom of Information Officer/ Allen Moskal  
c/o Clerk's Office  
14801 S. Pulaski  
Midlothian, IL 60445  
(708) 389-0200 x5  
foia@villageofmidlothian.org

I hereby request to inspect  copy \*  the following records:

(Please describe requested records as specifically as possible, attaching additional page if necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

There is no copying fee for the first 50 black and white standard-sized copies. The fee for additional copies is 15¢ per page. Actual cost will be charged for copies of documents not of standard size, and for the recording medium (e.g, compact disk, tape, DVD), when applicable. There is a \$1.00 fee for certification of copies.

Is this request for a commercial purpose?  Yes  No

Are you requesting a waiver or reduction of copying fees?  Yes  No

If yes, what is the purpose of this request? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Requester's (Printed) Name

\_\_\_\_\_  
Requester's Signature

Address: \_\_\_\_\_

Phone Number \_\_\_\_\_

Name of Business \_\_\_\_\_

**DO NOT WRITE IN THIS SPACE**

\_\_\_\_\_  
DATE REC'D BY VILLAGE OF MIDLOTHIAN

BY \_\_\_\_\_

RESPONSE DUE \_\_\_\_\_

NOTIFIED BY PHONE  MAIL

DATE \_\_\_ / \_\_\_ / \_\_\_