



REQUEST FOR PUBLIC RECORDS

TO

Maryfran H. Leno

FOIA Officer

Itasca Park District

Department/Agency

350 E. Irving Park Road, Itasca, IL 60143

Address

630.773.2257

Phone Number

FROM

Name

Address 1

Address 2

Phone Number

DESCRIPTION OF REQUESTED RECORD(S)

PLEASE INDICATE IF YOU WISH TO INSPECT THE ABOVE CAPTION RECORDS OR WISH TO OBTAIN A COPY OF THEM

Inspection

Copy

Both

PLEASE INDICATE HOW YOU WOULD LIKE TO RECEIVE THE INFORMATION

Pick Up

FEE SCHEDULE FOR DUPLICATION OF PUBLIC RECORDS

Paper copy from original \$0.10 per copy (charges may vary depending on different sizes) Some records possessed by the department are in book or pamphlet form. A charge may be assessed for such materials based upon the cost of such incurred by the department.

FOR OFFICE USE ONLY

Staff Initials / Date Received

Date Response Due

Date Response Due