



MUNDELEIN
*Rooted in Our Past...
 Reaching for Our Future*
 INCORPORATED 1909
 MECHANICS GROVE • HOLCOMB
 ROCKEFELLER • AREA • MUNDELEIN

VILLAGE OF MUNDELEIN
 440 East Hawley St. • Mundelein, IL 60060
 (847) 949-3200 • www.mundelein.org

FREEDOM OF INFORMATION ACT REQUEST FOR RECORDS

DATE: _____

Name (please print): _____

Company: _____

Address: _____ City, State, ZIP _____

Telephone: _____

I hereby request production of the following public records, described in detail as follows (use the reverse side if necessary): _____

Check which of the following apply:

- I will inspect these records at the Village Hall.
- I request copies of the following records and agree to pay the appropriate fee* upon receipt. If requesting copies of all records listed above, state "all". _____

*There is no charge for the first 50 pages. After 50 pages, the copy fee is 15 cents per page.

- The documents requested will be used for a commercial purpose.
- The documents requested will not be used for a commercial purpose.

Signature

NOTE: PLEASE MAIL ORIGINAL REQUEST. FAX REQUESTS WILL NOT BE ACCEPTED.

For Office Use Only:	
Number of copies made: _____ x .15 = \$ _____	<input type="checkbox"/> Paid
Inspection only on _____	
Date of compliance, if different than above _____	Processed by _____