



VILLAGE OF PARK FOREST  
FREEDOM OF INFORMATION REQUEST  
(Complying with Public Act 96-542, effective January 1, 2010)

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

Requestor Name: \_\_\_\_\_

FIRST

MIDDLE

LAST

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

NUMBER

STREET

APT NUMBER

CITY

STATE

ZIP CODE

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**METHOD REQUEST WAS SUBMITTED:**  In Person  U.S. Mail  E-Mail  Fax

**Records Request** (Please Provide as many specific details as possible for our department to identify the information you are seeking, include all pertinent information such as **Address, Time Frame, and Name**)

**Is this request being made for commercial purposes?**  YES  NO

It is a violation FOIA for a person to knowingly obtain a public record for commercial purpose without disclosing that its for commercial purposes. 5ILCS 40.31(c)

**Number of Copies Requested:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

Standard black and white copies will be provided at no charge for the first fifty (50) pages. Requestors will be charged .15¢ per pages beyond fifty.

**PLEASE RETURN YOUR REQUEST IN PERSON, VIA U.S. MAIL, FAX, OR BY E-MAIL TO:**

VILLAGE OF PARK FOREST  
ATTN: FOIA OFFICER  
350 VICTORY DRIVE  
PARK FOREST, IL 60466  
E-MAIL: sblack@vopf.com

For further inquiries, please call (708) 283-5608 or fax (708) 503-8560

**PREFERRED RESPONSE:**  In Person  U.S. Mail  E-Mail  Fax

**FOR OFFICE USE ONLY:**

Date Received: \_\_\_\_\_ Requestor Contacted?  YES, Date: \_\_\_\_\_

Extension: \_\_\_\_\_

Due Date: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Delivered Via:  In Person  U.S. Mail  E-Mail  Fax

Date Sent To Requestor: \_\_\_\_\_ Verified By: \_\_\_\_\_