

**Bolingbrook Park District**  
**Freedom of Information Act (FOIA) Request Form**

*(Please Print)*

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

Company/Organization: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Pursuant to 5 ILCS 140/1 et seq., "Freedom of Information Act," I request the following public record(s) from the Bolingbrook Park District. (In order to expedite your request, please be as specific as possible in describing the document(s) you are requesting).

Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Inspection at Administrative Office       Copy

This Request is/is not for a commercial purpose (*you must choose one*)  
Format requested (if not letter or legal sized black and white copies): \_\_\_\_\_

The Bolingbrook Park District has five (5) business days to respond to non-commercial requests, unless a reason for a time extension is invoked by the Park District pursuant to 5 ILCS 140/3(d). There is no charge for the first 50 pages of black and white letter or legal sized copies. There is a \$0.15 charge for each additional page. Copies of irregular shaped, color or different format will be charged at cost. There is no charge to inspect records only.

Requestor's Signature: \_\_\_\_\_

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***For Park District Use Only***

Date Request Received: \_\_\_\_\_

Date Request Fulfilled: \_\_\_\_\_

Date Extension requested: \_\_\_\_\_

Date Extension granted: \_\_\_\_\_ Date Now Due: \_\_\_\_\_  
(written response attached)

Date Requestor Notified Ready for \_\_\_\_\_ Pick-up or \_\_\_\_\_ Placed in Mail: \_\_\_\_\_