

Vermilion County Regional Office of Education #54

200 S. College, Suite B
Danville, IL 61832
Phone: (217) 431-2668
Fax: (217) 431-2671

FREEDOM OF INFORMATION ACT FOIA Request for Public Records

FROM: _____
NAME (Print)

ADDRESS (Print)

CITY, STATE, ZIP (Print)

PHONE NUMBER

DESCRIPTION OF REQUESTED RECORD(S):

Please indicate if you wish to inspect the above captioned records or wish a copy of them.

_____ Inspection _____ Copy _____ Both

Is this request for a Commercial Purpose? YES or NO

Section 3.1 states: "It is a violation of this Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose if requested to do so by the public body."

Are you requesting a fee waiver? YES or NO

Section 6 of the Freedom of Information Act states: "Documents shall be furnished without charge or at a reduced charge, as determined by the public body, if the person requesting the documents states the specific purpose for the request and indicates that a waiver or reduction of the fee is in the public interest."

Please indicate your reason for requesting a fee waiver:

FOR OFFICE USE ONLY:

Date Received _____

Date Response Due _____

Request submitted by: _____ email _____ US Mail _____ Fax _____ In Person