

SAMPLE FOIA REQUEST

****Note to Requester: Retain a copy of this request for your files. If you eventually need to file a Request for Review with the Public Access Counselor, you will need to submit a copy of your FOIA request.****

Name and Address of Public Body Receiving Request: Speedway / Robert Schroedter
8200 185th St Suite E Tinley Park IL

Date Requested: 1-30-15

Request Submitted By: E-mail U.S. Mail Fax In Person

Name of Requester: Robert Schroedter

Street Address: 8200 185th Street Suite E

City/State/County Zip (required): Tinley Park, IL 60487

Telephone (Optional): 630 360 1964 E-mail (Optional): rwschroedter@speedway.com

Fax (Optional): _____

Records Requested: **Provide as much specific detail as possible so the public body can identify the information that you are seeking. You may attach additional pages, if necessary.*

Would like to know if there are any plans to sell now or in the future property you own in Lombard. Parcel # 02-36-411-016

02-36-411-017, 02-36-411-018. Address 21w322, 21w308, 21w280 North Ave will these properties be considered excess property.

Do you want copies of the documents? YES or NO

--Do you want Electronic Copies or Paper Copies? _____

--If you want Electronic Copies, in what format? pdf

Is this request for a Commercial Purpose? YES or NO

(It is a violation of the Freedom of Information 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. 5 ILCS 140.3.1(c)).

Are you requesting a fee waiver? YES or NO

(If you are requesting that the public body waive any fees for copying the documents, you must attach a statement of the purpose of the request, and whether the principal purpose of the request is to access or disseminate information regarding the health, safety and welfare or legal rights of the general public. 5 ILCS 140/6(c)).