



3601 W. 183rd Street  
 Hazel Crest, IL 60429  
 Phone: 708-335-9600  
 Fax: 708-335-9622

## Village of Hazel Crest

**OFFICE USE ONLY**

FOIA Request # \_\_\_\_\_  
 Date Received: \_\_\_\_\_  
 Date Due: \_\_\_\_\_  
 Extension: \_\_\_\_\_

**Request for Public Records under the Illinois 'Freedom of Information Act' (5ILCS 140/3 et seq.)**

Requestor's Name (Please Print)

Mailing Address (Please Print)

City State Zip

Phone Number Fax Number

E-mail Address (Please Print)

*REQUESTOR'S SIGNATURE*

Date of request \_\_\_\_\_

- I wish to:
- Receive copies via fax
  - Receive copies via e-mail
  - Mail my copies
  - Pick-up copies
  - Inspect only (no copies)

The Village of Hazel Crest will respond to this request within five (5) business days. If this request requires an extension, five (5) additional days will be requested and sent to you in writing.

The Village of Hazel Crest will respond to Commercial request within twenty-one (21) business days.

**DESCRIPTION OF PUBLIC RECORD:** Please be as specific as possible in identifying the document(s) you are seeking.


Is the information requested to be used for Commercial/Solicitation purposes? YES  NO

**RESPONSE:**

- Your request has been approved
- Please see the attached letter of explanation

**FEES:**

Less than 50 pages - No Charge  
 More than 50 pages @ .15 ea. \_\_\_\_\_ Due  
 Other \_\_\_\_\_

This request has been prepared

By: \_\_\_\_\_

Date: \_\_\_\_\_ # of pages \_\_\_\_\_

FOIA Officers: Deputy Clerk, Kathleen Spiek  
[kspiek@villageofhazelcrest.com](mailto:kspiek@villageofhazelcrest.com)  
 Village Clerk, Hon. Isaac Wiseman  
[iwiseman@villageofhazelcrest.com](mailto:iwiseman@villageofhazelcrest.com)

**OFFICE USE ONLY**

- Admin. Office
- Economic Development
- Fire
- Human Resource
- Inspectional Services
- Police
- Public Works
- Water/Sewer/Refuse