

FREEDOM OF INFORMATION ACT REQUEST FROM

Housing Authority of McDonough County
322 West Piper Street
Macomb, Illinois 61455

Office Phone: (309) 837-2363
Fax: (309) 836-2590
WWW.McDonoughCountyHousing.org



Date of Request: _____

I. REQUESTER INFORMATION

Name: _____

Company/Organization: _____

Street Address: _____

City/State/Zip: _____

Telephone: _____ Email: _____

II. RECORDS SOUGHT

Please provide a detailed description of the records you are seeking. Include specific dates, names, or topics to help the FOIA Officer locate the documents. (please attach subsequent page if needed) _____

III. FORMAT & DELIVERY

- Do you want to: Inspect records in person Receive copies
- Delivery Preference: Email (Electronic) U.S. Mail (Paper)

IV. PURPOSE OF REQUEST:

- **Commercial Purpose:** Is this request for a "Commercial purpose" as defined by 5 ILCS 140/2(c-10)?
 YES NO
- **News-Gathering Effort:** Is this request is made as part of a News-gathering effort and is not for commercial use. As a representative of the news media, I am entitled to a reduction or waiver of fees under 5 ILSC 140/6. Specifically, the first 100 pages of black-and-white, letter or legal-sized copies should be provided free of charge. Yes No
- **Fee Waiver:** Are you requesting a fee waiver? Yes No
(If yes, explain how the request is in the public interest below):

A person whose request to inspect or copy a public record is denied by a public body, except the General Assembly and committees, commissions, and agencies thereof, may file a request for review with the Public Access Counselor established in the Office of the Attorney General not later than 60 days after the date of the final denial. The request for review must be in writing, signed by the requester, and include (i) a copy of the request for access to records and (ii) any responses from the public body

FOR HAMC USE ONLY

Approval/Denial _____

Date record(s) made available _____

Reason(s) for denial:

Fee Waiver Granted Yes No

Fee Assessed _____

HAMC FOIA Officer: _____