



# Village of Inverness

## Freedom of Information Request

1400 Baldwin Road, Inverness, IL 60067  
Phone: 847/358-7740 Fax: 847/358-8858  
E-mail: strakas@inverness-il.gov

Requester (please print): \_\_\_\_\_

Date: \_\_\_\_\_

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

Company Name (if applicable): \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ @ \_\_\_\_\_

Records Sought (please be as specific as possible, incl. address, dates/timeframe, type of records, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Preferred method to receive documents (please check box):  fax  mail  email  inspect  pick-up  
*(if a delivery method is not selected you request will be sent by regular mail)*

Is this request for commercial purposes (selection required\*)?  Yes  No

\*If nothing is indicated we will assume this is a commercial request giving us 21 days to complete. Additionally, 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))

\_\_\_\_\_  
**Signature of Requester**

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