



550 W. Irving Park Road • Itasca, Illinois 60143-2018
630.773.0835 • Fax 630.773.2505 • www.itasca.com

**REQUEST TO INSPECT PUBLIC RECORDS UNDER THE
ILLINOIS FREEDOM OF INFORMATION ACT**

TO: Village Of Itasca, Village Clerk, 550 W. Irving Park Road, Itasca, IL 60143-2018

NAME OF REQUESTER (please print): _____

ADDRESS: _____

TELEPHONE (please specify "home", "work", "cellular") _____

PERSON OR ENTITY REPRESENTED: _____

PUBLIC RECORD(S) REQUESTED (be specific) _____

I REQUEST A COPY OF THE FOLLOWING RECORD(S):

I REQUEST A "CERTIFIED" COPY OF THE FOLLOWING RECORD(S):

(Date submitted)

(Signature)

Unless otherwise notified, your request for public records will be complied with within five (5) working days after its receipt.

DO NOT WRITE IN THIS SPACE:

(Date request received by Village of Itasca to be filled in by Custodian of Public Records)