

**Freedom of Information Act Request form**

On the 13<sup>th</sup> day of February, ~~2012~~<sup>2014</sup>, at the hour of 3:05 P M, the following individuals appeared in person at the office of Schiller Park School District 81 and requested the following records:

Name Diana Caffero Phone 847-  
Address \_\_\_\_\_ City Schiller Park

Records sought:

All itemized invoices for billing from all legal firms paid by District 81 for the months of November 2013, December 2013, and January 2014

→ Paper copy from paper or <sup>copy</sup> electronic source (50) pages or less	No charge
Paper copy from paper or electronic source (51) pages or more)	\$.15 per page
Copy of audio or video material	Cost of media

Diana Caffero  
Requestor's Signature

Employee Signature and Title \_\_\_\_\_

The records may take up to five days to assemble. District office staff will notify you when the items are available.

Numbers of copies made \_\_\_\_\_ Cost \$ \_\_\_\_\_

I hereby certify the above requested records were presented to me, for inspection or copies provided on \_\_\_\_\_ day of \_\_\_\_\_, ~~2012~~ 2014

Requestor's Signature \_\_\_\_\_

**Checks are made payable to School District 81**

If additional time is needed, we will notify the requestor in writing within 5 business days after the receipt of the request of the statutory reason for the extension and when the requested information will be produced.