16-20

Freedom of Information Act Request form

On the 18th day of August, year 2016 at the hour of 9:24 AM, the following individuals appeared in person at the office of Schiller Park School District 81 and requested the following records:

Name J. Yarnell Phone _

Address _ City Schiller PK

Records sought:

Any available information regarding Settlement voted on at August 17th Board meeting

Paper copy from paper or 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

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 _____, year_____.

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.