



Office Use Only:  
Date & Time Stamp

Village of Worth  
7112 W. 111<sup>th</sup> Street  
Worth, IL 60482  
708-448-1181  
[www.villageofworth.com](http://www.villageofworth.com)

FOIA # 2021-\_\_\_\_\_
Request for Public Records

Return requests to Village Hall, 7112 W. 111<sup>th</sup> Street, by Fax 708-448-1193 or by E-mail for building department [tkrueger@villageofworth.com](mailto:tkrueger@villageofworth.com) for the water department [jhehl@villageofworth.com](mailto:jhehl@villageofworth.com) for finance department [alewis@villageofworth.com](mailto:alewis@villageofworth.com) or general [bprice@villageofworth.com](mailto:bprice@villageofworth.com). Police Department requests can be mailed to 7112 W. 111<sup>th</sup> Street, by Fax 708-923-3749 or by E-mail [lratajczak@villageofworth.com](mailto:lratajczak@villageofworth.com) or [tidenton@villageofworth.com](mailto:tidenton@villageofworth.com)

(Name) First Last

(Company/Entity)

(Address) City State Zip Code

Phone Number Fax Number E-Mail

Description of Documents Requested: (please provide specific names/addresses/dates and/or information to assist in our search)

Please indicate if the requested records are for a commercial purpose: [ ] Yes [ ] No

Please indicate if you wish to inspect the above-captioned records or would like copies and if the documents must be certified. Please further indicate if you would like the information electronically (if available)

[ ] Inspection [ ] Copy [ ] Both [ ] Electronic(ifavailable) [ ] Certified(\$1.00)

TO BE COMPLETED BY THE VILLAGE: DUE DATE: \_\_\_\_\_

The Village of Worth will respond to the above request within five (5) working days from the date of receipt.

Table with 4 columns: Request Received by (Employee/Department), Date, Request forward to (Employee/Department), Date. It contains three empty rows for data entry.

Please indicate if the request was approved or denied [ ] Approved [ ] Denied [ ] (In Whole) [ ] (In Part)

Reviewed by FOIA Officer: \_\_\_\_\_ Date: \_\_\_\_\_

## **SCHEDULE FOR DUPLICATION OF PUBLIC RECORDS**

### **Copying Fees**

**Black & White letter or legal sized copies first 50 pages free**

**After 50 pages Black & White letter or legal sized 15 cents per page**

**Copies in color or in a size other than letter or legal sized  
will be actual cost for reproducing the records**

### **Electronic Format**

**Actual cost of purchasing the recording medium,  
disc, diskette, tape, or other medium**