

Date: _____

Lisle Township
4711 Indiana Ave
Lisle, IL 60532

Dear FOIA Compliance Officer,

Pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq., this is a request for a copy of the following record(s):

Thank you for your prompt consideration of my request. If you have any questions, or if I can be of any assistance, please contact me.

If any fee in excess of \$10.00 will be incurred in fulfilling this request, please obtain my approval before the fee is accessed.

Sincerely,

Signature _____

Printed Name: _____

Address: _____

City: _____

State, Zip: _____

Phone: _____

Email: _____