

**FREEDOM OF INFORMATION REQUEST**

**VILLAGE OF JEROME**  
2901 Leonard Street  
Springfield, IL 62704

**DATE** \_\_\_\_\_  
**FOR OFFICE USE ONLY:**  
**Fee Due:** \_\_\_\_\_  
**Date Completed:** \_\_\_\_\_  
**Received/Inspected By:**  
\_\_\_\_\_  
**Date:** \_\_\_\_\_

**I hereby request production of the following records. I am describing them in detail and will use the reverse side if necessary, or attach a separate sheet of paper.**

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**Check which of the following applies:**

- I will inspect these records at the Village Hall.**
  
- I request copies of the requested records and agree to pay the appropriate fee. If requesting copies of all records listed above, state "all."**

**Name: (Please Print)** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Representing:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**THE VILLAGE OF JEROME HAS (7) WORKING DAYS TO RESPOND TO YOUR REQUEST.**