Village of North Utica

P.O. Box 188 - 801 S. Clark Street - North Utica, IL 61373

Phone: 815-667-4111 Email: clerk@utica-il.gov

Fax: 815-667-4679 Web-Site : www.utica-il.gov

REQUEST FOR COPIES OF PUBLIC RECORDS UNDER THE ILLINOIS FREEDOM OF INFORMATION ACT

(Please Print)

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE#: _____ FAX#: _____

E-MAIL ADDRESS: _____

PERSON OR ENTITY REPRESENTED: _____

PUBLIC RECORD(S) REQUESTED: PLEASE BE AS SPECIFIC AS POSSIBLE…
Example; If requesting a building permit, specify the address of the property and approximate issuance date)

_____

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Signature: _____ Date: _____

Request Received by Village on: _____ Received By: _____

Signature of Village Official/Employee: _____

Note: A response will be provided in accordance with the Illinois FOIA. The Village reserves the right to charge a fee as provided by law. If a fee waiver is sought, please state the reason for seeking the waiver: _____

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