Lake Bluff Public Library						
Freedom of Information (FOIA						
Requestor's Name (or business name, if applicable)				uest	Phone number	
Street Address			Certification requested:			
City		State Zip	Yes / No			
City	ĥ					
Description of Records Requested:						
Is the reason for this request a "commercial purpose" as defined in the Act? Yes No						
Library Response below. Requestor to leave sections below blank.						
	The documents requested are enclosed.					
σ		You may inspect the records at on the date of				
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 You may inspect the records at on The documents will be made available upon payment of cop \$ For "commercial requests" only: the estimated time of whe documents will be available is at the pro 					ont of conving costs of	
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For "commercial requests" only: the estimated time of wh documents will be available is, at the pre						
		stated above.				
		The request creates an undue burden on the public body in accordance with				
Denied		Section 3(g) of the Freedom of Information Act, and we are unable to negotiate a more reasonable request.				
		The materials requested are exempt under Section 7 of the				
		Freedom of Information Act for the following reasons:				
		Individual(s) that determined request to be denied and title: In the event of a denial, you have the right to seek review by the Public Access Counselor at 217-558-0486 or 500 S. 2nd St., Springfield, IL 62705				
		Or you have the right to judicial review under section 11 of FOIA.				
		Request delayed, for the following reasons (in accordance with 3(e) of the				
		FOIA): You will be notified by the date of				
as to the action taken on your request.						
NOTE: This form cannot be MANDATORY under FOIA, but it is preferred. Failure to use it may result in the request not being properly or promptly processed.						
FOIA Officer				Date of Reply		
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