

**Request for public records in accordance with the Freedom of Information Act**



**City of Berwyn**  
**Thomas J. Pavlik, City Clerk**  
 6700 W 26<sup>th</sup> Street • Berwyn IL 60402  
 Ph: (708) 788-2660 Fax: (708) 788-2675  
 Berwyn-IL.gov

**16-** \_\_\_\_\_

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***sanderson@ci.berwyn.il.us***

|                       |                   |              |
|-----------------------|-------------------|--------------|
| <b>1</b><br>REQUESTOR | FULL NAME         | ORGANIZATION |
|                       | MAILING ADDRESS   | CITY/ZIP     |
|                       | AREA CODE & PHONE | FAX          |
|                       | EMAIL             |              |

|                                   |   |
|-----------------------------------|---|
| <b>2</b><br>INFORMATION REQUESTED | <p><i>Be specific: Provide names, addresses, dates and any other information which will aid in responding to your request.</i></p> <hr/> <hr/> <hr/> <hr/> <hr/> <p align="center"> <b>Is this request for commercial purposes? <input type="checkbox"/> YES <input type="checkbox"/> NO</b><br/>         Failure to disclose a request is for commercial purposes is against the law and violators may be prosecuted.       </p> |
|-----------------------------------|---|

|                      |   |
|----------------------|---|
| <b>3</b><br>DELIVERY | <p> <input type="checkbox"/> I will inspect the documents in the Clerk’s Office.<br/> <input type="checkbox"/> Deliver documents to me via: <input type="checkbox"/> Fax <input type="checkbox"/> Email <input type="checkbox"/> U.S. Mail <input type="checkbox"/> Call me for pick-up<br/> <input type="checkbox"/> I request certification of these documents. \$1.00 fee.         </p> <p><b>NOTE:</b> The first 50 black &amp; white, letter or legal size copies are free; additional pages are \$.15 each. Other sizes or color pages are charged at cost.</p> |
|----------------------|---|

Rec'd by/Date

**DUE DATE:**

BLDG WATER FINANCE COLLECTOR FIRE POLICE ADMIN CLERK IT PW LEGAL OTHER

REMARKS

REVIEWED BY

DATE

Approved

Denied