

Request for NON-POLICE public records in accordance with the Freedom of Information Act



City of Berwyn  
 Margaret Paul, City Clerk  
 6700 W 26<sup>th</sup> Street • Berwyn IL 60402  
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 Berwyn-IL.gov  
 mpaul@ci.berwyn.il.us  
 sanderson@ci.berwyn.il.us

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<h1>1</h1> REQUESTOR	FULL NAME	ORGANIZATION
	MAILING ADDRESS	CITY/ZIP
	AREA CODE & PHONE	FAX
	EMAIL	
<h1>2</h1> INFORMATION REQUESTED	Be specific: Provide names, addresses, dates and any other information which will aid in responding to your request.	
	Is this request for commercial purposes? <input type="checkbox"/> YES <input type="checkbox"/> NO Failure to disclose a request is for commercial purposes is against the law and violators may be prosecuted.	
<h1>3</h1> DELIVERY	<input type="checkbox"/> I will inspect the documents in the Clerk's Office. <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 <input type="checkbox"/> I request certification of these documents. \$1.00 fee.	
	<b>NOTE:</b> The first 50 black & white, letter or legal size copies are free; additional pages are \$.15 each. Other sizes or color pages are charged at cost.	

Rec'd by/Date

**DUE DATE:**

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

REMARKS

REVIEWED BY

DATE

Approved

Denied