



VILLAGE OF RIVERDALE
157 W. 144th Street
Riverdale, IL 60827-2707
(708) 841-2200 • Fax (708) 841-7587

**FREEDOM OF INFORMATION
REQUEST FOR INSPECTION AND/OR COPYING
PUBLIC RECORDS**

NAME OF REQUESTER: _____

ADDRESS OF REQUESTER: _____

DAYTIME PHONE NO: _____

TODAY'S DATE _____

PROPERTY ADDRESS OF REQUEST: _____

DESCRIBE IN DETAIL EXACTLY WHAT PUBLIC RECORDS YOU ARE
REQUESTING:

Inspection of Records only _____ Copies to be picked up _____ Certified? (Y/N) _____

The Village of Riverdale will respond to the above request within seven (7) working days from the above date unless one or more of the seven (7) reasons for an extension of time provided for in Section 3(d) of the Act are invoked by the District. I understand that I may be charged \$.25 per page (letter size) and \$.50 per page (legal size) which is the cost of reproducing such records. There is an additional fee of \$.50 per document for certification (if requested). I further understand that these records are not to be used for commercial gain.

Signature of person making request

Routing: FOR OFFICE USE ONLY

Date Received: _____ Initials: _____

_____ Clerk _____ Building & Zoning _____ Police _____ Public Works

_____ Date Requester Contacted