

Freedom of Information Request Form

**Request Submitted to: Freedom of Information Officer-Desiree L. Carlson
Greater Peoria Mass Transit District, (CityLink)
2105 NE Jefferson Avenue
Peoria, IL 61603
Fax: 309-676-8373
Email: dcarlson@ridecitylink.org**

Date submitted: _____

Requested by: _____ email _____ US Mail _____ Fax _____ In Person

Name of Requester: _____

Address: _____

City/State/Zip: _____

Phone: _____

Records Requested: Please be specific and provide as much detail as possible to help identify the information that you are seeking. Additional pages may be attached if necessary.

Do you want to receive copies of the documents? _____ Yes _____ No

Or, do you want to review the documents in the FOIA Officer's Office _____ Yes _____ No

If you would like to receive copies of the documents, do you want:

_____ Paper _____ Electronic

Is this request for a commercial purpose? _____ Yes _____ No

*It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose, if it is requested to do so by the public body, 5ILCS 140.3.1(c).

Are you requesting a fee waiver? _____ Yes _____ No

If you are requesting a waiver of any fees for copying the documents, you must attach a statement of the purpose of the request and whether the principal purpose of the request is to access or disseminate information regarding the health, safety, and welfare or legal rights of the general public, 5ILCS

Signature, FOIA Officer

Date

Signature, General Manager

Date

Note: the first 50 copies are free. There will be a charge of \$.15 for every copy thereafter.