



POLICE DEPARTMENT
500 North Cass Avenue, Westmont, Illinois 60559-1503

Main: 630-981-6300 Records: 630-981-6303
Investigations: 630-981-6302 Administration: 630-981-6363
westmont.il.gov | police@westmont.il.gov



FREEDOM OF INFORMATION REQUEST FOR POLICE RECORDS

(Please print or type all requested information)

Date of Request: _____
Name of Requestor: _____
Street Address: _____
City/State/Zip Code: _____
Phone: _____ Fax (optional): _____
Email (optional): _____

Inspection ____ Copy ____ Certified copies? (\$1.00 charge) Yes ____ No ____
Preferred method of response: In Person Email Fax US Mail (requires SASE)
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.)*

DESCRIPTION OF REQUESTED RECORD:

Please give date, location & brief description of incident. A search of any name other than your own will result in a partial denial as per The Illinois Freedom of Information Act Sections 7(1)(b) & 7(1)(d)(iv).

****** DO NOT FILL OUT BELOW THIS LINE **** DEPARTMENT USE ONLY BELOW ******

Date, Time & Method Received: _____ *Date, Time & Method Responded:* _____

Notations and exemptions:

Referral to another department. To: _____ Date: _____

FOIA OFFICER: _____

Date: _____

In the event of a record request denial the requester has the right, under the Illinois Freedom Act, to appeal their request. The first appeal of this request must be made in writing directly to the Public Access Counselor of the Illinois Attorney General's Office. The Office of the Public Access Counselor will be housed within the Illinois Attorney General's Office at 500 S Second Street, Springfield, Illinois 62705, or publicaccess@atg.state.il.us. The Public Access Counselor's decision is reviewable under the Illinois Administrative Review Law.