



GILLESPIE POLICE DEPT.

MACOUPIN COUNTY, ILLINOIS

124 N. Macoupin Street
Gillespie, IL. 62033
(217) 839-2922 FAX (217) 839-3015

Jared DePoppe

CHIEF of Police

Emergency:
DIAL 9-1-1

Gillespie PD FOIA Request			INSTRUCTIONS	
124 N. Macoupin St., Gillespie, IL 62033			Requestor should fill in the REQUEST portion (top half) and sign the REQUESTOR'S SIGNATURE box. Send no money at this time. Unless notified otherwise, the agency's response — APPROVED, DENIED OR DEFERRED — will be sent	
Requestor's Name (or business name if applicable)				
Street Address			Requestor's Phone Number ()	Date of Request / /
City	State	Zip	Requestor's Signature	

DESCRIPTION OF RECORDS REQUESTED ☐ REQUESTING COPIES ☐ TO INSPECT RECORDS

Gillespie Police Department Response

- ☐ The documents requested are enclosed
☐ The documents will be made available upon payment of copying costs..... \$ _____
☐ You may inspect the records at _____
On the following date: _____.

☐ This request creates an undue burden on the public body in accordance with Section 3(f) of the Freedom of Information Act. Please attempt to narrow the scope of your request and resubmit.

The materials requested are exempt from F.O.I.A. for the following reasons:

RIGHT TO APPEAL — If desired, submit a letter stating reasons for appeal along with copies of this original request to the Public Access Counselor, 500 S. Second St, Springfield, IL 62076 (217) 814-5526

Request delayed for the following reasons (in accordance with 3(d) of the FOIA):

You will be notified by the Date of _____ as to action taken on your request.

Signed by: _____ Title: _____ Date of Reply: _____