



South East Association for Special Parks And Recreation

# Request for Public Records under the Freedom of Information Act

Date: \_\_\_\_\_

To: Susan Friend  
FOIA Officer  
SEASPAR  
4500 Belmont Road  
Downers Grove, IL 60515  
(630) 960-7600  
sfriend@seaspar.org

I hereby request to inspect  copy\*  the following records:

*(Please describe requested records as specifically as possible, attaching additional page if necessary.)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* There is no copying fee for the first 50 black and white standard-sized copies. The fee for additional copies is 15¢ per page. Actual cost will be charged for copies of documents not of standard size, and for the recording medium (e.g., compact disk, tape, DVD), when applicable.

Is this request for a commercial purpose?  Yes  No

<b>DO NOT WRITE IN THIS SPACE</b>
_____
Date Received by SEASPAR
_____
Date Response Due
_____
Date Responded

\_\_\_\_\_  
Requester's (Printed) Name

\_\_\_\_\_  
Requester's Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
E-mail Address

Notations regarding oral communications or other items:

\_\_\_\_\_  
\_\_\_\_\_  
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