



PO BOX 20  
ELKHART IL 62634 - 0020

(217) 947-2287

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## Freedom of Information Request

*VILLAGE OF ELKHART*

*DATE:* \_\_\_\_\_

*Gwen Rosenfeld -Village Clerk*

*For Office Use Only*

*PO Box 20 FOR OFFICE USE ONLY:*

*DUE:* \_\_\_\_\_

*Elkhart, IL 62634-0020*

*COMPLETION:* \_\_\_\_\_

\_\_\_\_\_

*I hereby request production of the following records. I am describing them in detail, and I will use the reverse side if necessary, or attach a separate sheet of paper.*

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

*Check which of the following apply:*

\_\_\_\_\_ *I will inspect these records at the Village Hall.*

\_\_\_\_\_ *I request copies of the following records and agree to pay the appropriate fee if requesting copies of all records listed above, state "all".*

*Name: (Please Print)* \_\_\_\_\_

*Address:* \_\_\_\_\_

*Telephone:* \_\_\_\_\_

*Representing:* \_\_\_\_\_

*Signature:* \_\_\_\_\_

*THE VILLAGE OF ELKHART HAS (7) WORKING DAYS TO RESPOND TO YOUR REQUEST.*