



Village of Fox River Grove

305 Illinois Street

Fox River Grove, Illinois 60021

Village Hall: (847) 639-3170, Fax (847) 639-9876

www.foxrivergrove.org

REQUEST FOR PUBLIC RECORDS

NAME:

ADDRESS:

TELEPHONE NUMBER:

DATE OF REQUEST:

Please describe the public records you are requesting. In order to expedite the search for the records, please be as specific as possible.

The Village of Fox River Grove will respond to this request within five (5) business days. There is no charge for the first 50 pages of black and white, letter or legal size copies, after which the cost will be \$0.15 per page. Fee Waiver requests must be made to the Village President in writing and state how the requested information primarily benefits the general public.

Signature of Person Making Request

(FOR OFFICE USE ONLY)

DEPARTMENT: _____ Police
_____ Building & Zoning
_____ Streets & Parks
_____ Water & Sewer
_____ Administration
_____ Other