

Freedom of Information Act Request to the Stark County Clerk's Office

***Note to Requester: This form is designed to provide you with helpful guidance on how to submit a FOIA request to the Stark County Clerk's Office. You do not need to use this form. You may submit a FOIA request in any written format that you choose. You should retain a copy of your FOIA request for your files. ***

Request Submitted to:

Stark County Clerk's Office
Freedom of Information Officer
130 W. Main Street PO Box 97
Toulon, IL 61483
Phone: (309) 286-5911
Fax: (309) 286-4039
clerk@starkco.illinois.gov

Date Requested: _____

Request Submitted by:

Name of Requester: _____
Street Address: _____
City/State/Zip: _____
Telephone (Optional): _____ E-Mail (Optional): _____

Records Requested: *Provide as much specific detail as possible to help identify the information that you are seeking. Additional pages may be attached, if necessary.*

Do you want to receive copies of the documents? YES _____ NO _____

If you would like to receive copies of the documents:

Do you want paper copies or electronic copies? _____ Paper _____ Electronic

If you want electronic copies, please indicate the format in which you would like to receive them:

_____ *The Stark County Clerk's Office will provide documents in the electronic format requested, if feasible.*

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, if it is requested to do so by the public body. 5 ILCS 140.3.1(c).

Are you requesting a fee waiver? _____ YES _____ NO

If you are requesting a waiver of any fees for copying the documents, you must attach a statement of the purpose of the request and whether the principal purpose of the request is to access or disseminate information regarding the health, safety and welfare or legal rights of the general public. 5 ILCS 140/6(c).