

Livingston County Public Health Department

310 E. Torrance Ave., P.O. Box 886 ♦ Pontiac, IL 61764 ♦ Ph. 815/844-7174 ♦ TDD 1/800/526-0844 ♦ FAX 815/842-4070

Jackie Dever, R.N., BSN
Administrator

FREEDOM OF INFORMATION REQUEST

Requestor's

Name _____ Address _____

City _____ State _____ Zip _____ Phone (____) _____

Records sought (be specific):

Signature of Requestor _____

Date _____

Is this request for Commercial Purpose Yes or 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 requested to do so by the public body. 5/140.3.1 (c)).

Are you requesting a fee waiver? Yes or No

(If you are requesting that the public body waive any fees for copying the documents, you must attach a statement of the purpose and whether the request is to access or disseminate information regarding the health, safety and welfare or legal rights of the general public. 5ILCS 1 40/6 (c)).

(For agency use only)

Date Request Received _____ Mail Phone In Person E-Mail Fax

Date Response Must Be Made By: _____

Agency Livingston County Public Health Department

Address 310 E. Torrance Ave., P.O. Box 650, Pontiac, IL 61764 Telephone (815) 844-7174

Name and title of person receiving request:

Name _____

Title _____

Response:

Records Found _____ Records Not Found _____ Date E-Mailed _____

Date Mailed _____ Date Faxed _____

Status/Records Furnished : _____

Supervisor's Signature _____

Date _____

Livingston County Public Health Department does not discriminate in admission to programs or activities or treatment of employment in programs or activities in compliance with the Illinois Human Rights Act; the U.S. Civil Rights Act; Section 504 of the Rehabilitation Act; the Age Discrimination Act; the Age Discrimination in Employment Act; and the U.S. and Illinois Constitution and the American Disabilities Act. If you feel you have been discriminated against you have a right to file a complaint with Livingston County Public Health Department, 815/844-7174