



Jeff Diederich

SHERIFF OF WILLIAMSON COUNTY



404 N. Van Buren • Marion, Illinois 62959

618-997-6541 * Fax 618-998-2296 * E-Mail: wsheriff@wsheriff.com

Freedom of Information Act Request Form

FOR OFFICIAL USE ONLY-DO NOT WRITE IN THIS BOX

Request may be submitted to:

Williamson County Sheriff's Office
C/O: FOIA Officer
404 N. Van Buren St. Marion, IL. 62959
Fax: 618-998-2296
E-Mail: wsheriff@wsheriff.com

Request Submitted Via:

Mail: In Person: Fax: E-Mail:

FOIA Request No. _____

Received: _____

Response Due: _____

Extended Response Due Date
(if applicable): _____

FOIA Officer: _____

Indicate if you wish to inspect and/or copy records:
(Please not Fee Schedule on website)

Inspection: Copy: Both:

Requestors Name: _____

Street Address: _____

City/State/Zip: _____

Email / Telephone: _____

Records Requested: *(Provide as much specific detail as possible. You may attach additional pages if necessary)* _____

Type of Copies *(Select all that apply)*: Paper: Electronic:

Are you requesting your own records? Yes: No:

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 public record for a commercial purpose without disclosing that it is for a commercial purpose, If requested to do so by a public body) 5ILCS 140.3.1(c)

Generally, a response to your request will be made within 5 working days or receipt of your request. If a longer response time is necessary, requesters will be notified as required by the Freedom of Information Act.

