FREEDOM OF INFORMATION ACT REQUEST FORM

Knox County Health Department 1361 W. Fremont St. Galesburg, IL 61401 Phone: (309) 344-2224 Fax: (309) 344-5049

Date of		
Request:	 	

Paper Copies & Electronic Media

Size	Output	Unit Price	
Letter (8.5 x 11)	Black & White	1 st 50 pages	Free
		Each page > 50 pages	\$0.15
	Color		\$0.22
Legal (8.5 x 14)	Black & White	1 st 50 pages	Free
		Each page > 50 pages	\$0.15
	Color		\$0.28
Ledger (11 x17)	Black & White		\$0.15
	Color		\$0.44
Large Format (map)	Black & White		\$1.98
	Color		\$1.98
		Output / Medium	
		CD	\$0.50
		DVD	\$0.60

Certification Mailing \$1.00 per record, plus copy cost Cost of Postage

Requesting Party/Agency:			
Address:			
Telephone Number (between 8:00 a.m. and 4:00	p.m.)		
Information Requested:			_
			-
			_
			_
			_
Request to:			
Type:Inspect onlyInspect and receive copiesReceive copies onlyReceive certified copies onlyInspect and receive certified copies	Number of copies:	Remarks:	
Signature		Staff Receiving Request	
FOR OFFICE USE ONLY			
Date Due:		Items Delivered to Requestor:	_ _ _
Staff: Time:			_