



# JUDY WHITAKER City Clerk

Judy Whitaker, City Clerk  
2000 Edison Avenue  
Granite City, IL. 62040

Office (618) 452-6200  
Fax (618) 452-0847

## Request for Public Records

To: Judy Whitaker, FOI Officer  
City Clerk of Granite City of Granite City  
2000 Edison Avenue  
Granite City, IL. 62040

From: \_\_\_\_\_  
NAME  
\_\_\_\_\_  
ADDRESS  
\_\_\_\_\_  
CITY STATE ZIP  
\_\_\_\_\_  
PHONE

1. Are you representing another person, Firm or Corporation in making this request? Yes \_\_\_\_\_ No \_\_\_\_\_ If Yes, give the name and address for that person, firm or corporation.

\_\_\_\_\_

2. Phone number where you can be reached during business hours: \_\_\_\_\_

3. State and describe as specifically as possible the information you request.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Please indicate if you wish to inspect the above records or wish a copy of them: Inspection \_\_\_\_\_ Copy \_\_\_\_\_ Both \_\_\_\_\_

5. Do you wish to have copies certified? \_\_\_\_\_

6. State as specifically and completely as possible the intended use of this information: \_\_\_\_\_

\_\_\_\_\_

7. Intended Deposition after use: (Destroy, File, Disclosed to named person)

\_\_\_\_\_

For office use only: Date Received \_\_\_\_\_ Date Response Due \_\_\_\_\_

Notations regarding oral communications or other items:

\_\_\_\_\_