



HUNTLEY POLICE DEPARTMENT
Illinois Freedom of Information Act
Request for Examination or Copy of Records



Date of Request _____

REQUESTOR INFORMATION

Name _____

Street Address _____

City _____

State _____

ZIP _____

Email _____

Phone _____

RECORDS REQUEST INFORMATION

Date & Time of Incident _____

Location of Incident _____

HPD Case # _____

Description of Records Requested _____

HOW DO YOU WANT THE RECORDS DELIVERED?

Email

For your security and protection, the Huntley Police Department requires that we verify your email address. In order to receive your FOIA response via email, you may make your initial request to FOIA-Police@huntley.il.us or you may submit an email message to FOIA-Police@huntley.il.us requesting that your records be returned via email.

Postal mail:

Address noted above
Other: _____

PD Lobby pick up:

We will call the phone number you listed above when the records are ready for pick up.

I am seeking the above-mentioned records for the purpose of furthering a commercial enterprise.

A COPY OF YOUR CURRENT GOVERNMENT ISSUED IDENTIFICATION MUST BE ATTACHED TO PROCESS THE RECORDS REQUEST

Submit completed form and identification via email, fax or mail:

EMAIL
FOIA-Police@huntley.il.us

FAX
847-515-5370

MAIL
10911 Main St, Huntley IL 60142

HUNTLEY POLICE USE ONLY

Date Request Received _____

Date Request Due _____

- Request granted
- After a thorough search of our records we have been unable to locate any records that match your request

Signature _____

Date _____