

CITY OF

MURPHYSBORO, ILLINOIS



Home of
General John A. Logan
Memorial Day
Founder

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DAUM ADMINISTRATION BUILDING
1101 WALNUT STREET • MURPHYSBORO, IL 62966
618-684-4961

Freedom of Information Act Request Form

Requestor Information:

Name: _____

Street Address: _____

City, State, Zip Code: _____

Phone Number: _____

If you prefer to receive the requested documents electronically, please provide your

Email Address: _____

Otherwise, requested documents will be mailed to the address listed above.

- I am requesting to **inspect** the following public records:
- I am requesting to **receive** the following public records:

(Please be specific as to the exact document you are requesting. This will help expedite your request and avoid requests being denied.)

Requestor's Signature: _____ Date: _____

Request Received by: _____ Date: _____

Response with letter attached:

- Extension Requested
- Approved and documents attached
- No Records Available that are Responsive to the Request
- Denied