

Date Rec: \_\_\_\_\_ Due Date: \_\_\_\_\_ Completed: \_\_\_\_\_

## CHICAGO EXECUTIVE AIRPORT FREEDOM OF INFORMATION REQUEST

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone No: \_\_\_\_\_

Date of Request: \_\_\_\_\_

Records and/of Information Requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email/Electronic (pdf copies)       Mail (paper\*)       Pick-Up (paper\*)

Certification of Records Requested  
(At the expense of person requesting at \$.50/certification)

\*Chicago Executive Airport will supply up to fifty (50) black and white pages of requested records NOT intended for a commercial use at no charge to the requestor. Additional copies are \$0.15 per page.

The Illinois Freedom of Information Act defines the use of any part of a public record "in any form for sale, resale or solicitation or advertisement for sales or service" as a commercial use. The information that I am requesting:

IS intended for a commercial use       IS NOT intended for a commercial use

I understand that Chicago Executive Airport will respond to the above (non-commercial) request within five (5) business days unless reasons for an extension of time provided for in Section 3(e) of the Illinois Freedom of Information Act are invoked. By signing and submitting this Request Form, you agree to pay Chicago Executive Airport in advance of receiving copies of any public records, any copying and/or certification fees to which your request is subject.

\_\_\_\_\_  
Signature of Requestor      Date

Submit your request via email to: [jpfeifer@chiexec.com](mailto:jpfeifer@chiexec.com) or

U.S. Mail to: FOIA Officer, Chicago Executive Airport, 1020 S Plant Rd, Wheeling, IL 60090