GARY KLEPPE
YORK TOWNSHIP CLERK
1502 S. Meyers Road, Lombard, IL 60148
Telephone (630) 495-0686

WRITTEN REQUEST
FOR INSPECTION AND/OR COPIES OF RECORDS

Date:_____

The undersigned requests inspection/copies of the following records:

_____

_____

_____

_____

(Use additional sheets if needed – PLEASE PRINT)

_____ _____
Printed Name of Requester Signature of Requester

_____ _____
Address Representing

_____ _____
Telephone Number

Below For Clerk use only

Inspection request was granted to said requester on _____, 20___, at_____A.M. P.M.
except for:

_____

Copies were mailed/presented to said requester on _____, 20___, at_____A.M. P.M.
except for:

_____

_____ Copies

_____ Copies @ $.15 each

_____ Additional Cost

_____Total Cost Payment Received:_____,20___ By:_____

If not provided, reasons for not providing inspection and/or copies of the above records (or any portion of the records) are:

___ Records are exempt ___ Records cannot be located

___ Search will continue ___ No such records exist

___Other_____

_____ _____
Gary Kleppe - Town Clerk Date