

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 for 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.
except for: _____ P.M.

Copies were mailed/presented to said requester on _____, 20____, at _____ A.M.
except for: _____ P.M.

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