



GENESEO POLICE DEPARTMENT
FREEDOM OF INFORMATION REQUEST

The Freedom of Information Act is an act in relation to access of public records and documents. Other State or Federal laws such as the Privacy and Security Act or the Juvenile Court Act, may take precedence over the Freedom of Information Act, and may prevent your access to all or part of the information you have requested. CRIMINAL HISTORY INFORMATION IS EXEMPT FROM THE ILLINOIS FREEDOM OF INFORMATION ACT.

The Act allows us five (5) business days, excluding weekends and holidays to comply with your request. You will be notified by mail as to whether your request was approved or denied. If denied, the reason for denial will be included in your letter. If approved, your letter will indicate when and where your copy will be made available. The first fifty (50) pages of black and white copies are free. There is a .15 cent fee per page per side for each additional copied page of information. Any fee is payable upon receipt of documents.

To assist a search pertaining to your request and help us determine your right to access, please complete the information requested below.

Your Name (please print)

Address

City/State/Zip

Home Phone #

Cell Phone #

INFORMATION REQUESTED

POLICE INCIDENT REPORT NUMBER (if known):

Incident Type: Incident Date: (e.g.: burglary; assault; battery; theft)

Incident Location:

PERSONS INVOLVED IN INCIDENT: IF APPLICABLE, INCLUDE YOUR NAME

Name: DOB: Sex: M F

Address:

Name: DOB: Sex: M F

Address:

OTHER INFORMATION:

Your Signature

Date of Request