

FREEDOM OF INFORMATION ACT
Information and Procedures for West Deerfield Township

West Deerfield Township complies with the requirements of the Freedom of Information Act as amended January 1, 2010. The Township will furnish public records as defined in the Act to parties requesting them by opening those documents for inspection or providing copies thereof.

Chief Freedom of Information Officer for the Township is Town Clerk Kristen Scott. Secondary officers are Supervisor Alyson Feiger and Assessor Tom Healy.

Requests may be made by personal delivery, mail, fax, or email (provide westdeerfield@sbcglobal.net link). The Township office also has a standard request form that may be used. All requests must be signed by the requester.

Requests may be addressed to the Township Clerk, Kristen Scott, at West Deerfield Township, 601 Deerfield Road, Deerfield IL 60015.

Per the requirements of the Act, West Deerfield Township will provide the first 50 pages of documents free of charge. Any additional copies will be \$.15 per page for black and white letter or legal size documents. Varying fees for other forms of reproduction will apply as permitted by statute.

A copy of West Deerfield Township's Freedom of Information Act Policy is available for inspection during regular office hours, Monday – Friday, 8:30 a.m. – 4:30 p.m.