



JUSTICE POLICE DEPARTMENT

Kraig McDermott
Chief of Police

Request for Examination or Copy of Records

Date of Request: _____ Record Requested: _____

Person Requesting Report: _____ Date of Birth: _____

Address: _____ Telephone: _____

Date/Time of Incident: _____ IR Number(if known): _____

Location of Incident: _____ Type of Incident: _____

Names of persons involved in incident: _____

Response to Information Request

Date of compliance with request: _____ By: _____

We are extending the time for response to your request for an additional 5 working days under 5 ILCS 140/3 (E) of the act due to: (i-vii). _____

Date of time extension notification: _____ By: _____

Your request is "unduly burdensome" and is denied. Responding to this request will disrupt the duly-undertaken work of this department. We have extended the opportunity to you to confer with us in an attempt to reduce the request to manageable proportions and you have failed to do so. This request is unduly burdensome for the following reasons:

The following information requested is exempt from inspection, copying or disclosure under Section 7 () of the Act for the following reasons: _____

Date of denial of request: _____ By: _____