Illinois State University

Request for Police Report under the Illinois Freedom of Information Act

To request a copy of an Illinois State University police report you may submit this form to the Police Department or:

- Send via personal delivery, mail, telefax, or other means, a letter or e-mail to the Public Records
 Office requesting the report. That address is:
 - Public Records Officer
 Illinois State University
 Campus Box 1000
 Normal, Illinois 61791-1000
 Telefax: (309) 438-5319

publicrecords@ilstu.edu

If you send a letter or submit an email, please include as much of the information below as possible.

Requestor's Name:			
Address:			
City:	State:	Zip:	
Contact Number:			
Report number (if known):		-	
Incident date:			
Name of individual in Report: _		DOB of individual:	
Other Parties Involved or Busine	ess involved (if any)		
Type of incident and other perti	nent information regarding	the incident (be specific):	
Is this request for a commercial	purpose? (Yes or no)		
*Please be specific in how you will pick up in person). If mailin	· •	red back to you (email, telefax, mail, or you om above:	
Address:			
City:	State:	Zip:	

Unless otherwise notified, your request for public records will be complied within five (5) business days after its receipt. *Please note some police records may be exempt and will be redacted or denied in accordance with the Illinois Freedom of Information Act.