**Section 351.APPENDIX E Partial Approval of Request for Public Records**

|  |  |  |
| --- | --- | --- |
| TO: |  | FROM: |
|  |  |  |
| Name  |  | FOI Officer |
|  |  |  |
| Address |  | Commission |
|  |  |  |
|  |  | Address |
|  |  |  |
| Phone Number |  |  |

DESCRIPTION OF REQUESTED RECORD(S):

Your request dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the above captioned records has been partially approved. Those parts of your request which have been approved:

[ ]  are enclosed.

[ ]  will be made available upon payment of copying costs in the amount of \_\_\_\_\_\_\_\_\_\_\_.

[ ]  may inspect the records at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

date

The following portions of your request have been denied for the reason(s) cited:

1.

2.

You have the right to appeal the denial of the records you have requested to the Director of this Commission by submitting a written notice of appeal to:

Norbert J. Goetten, Director

States Attorneys Appellate Prosecutor

151 Bruns Lane, Suite 102

Springfield, Illinois 62702

(Source: Amended at 16 Ill. Reg. 13229, effective August 17, 1992)