**Section 551.140 Appeal Procedure to Secretary of State**

a) Any person requesting a record who has been denied access by a Department Director or Freedom of Information Officer may appeal such denial to the Secretary of State, pursuant to Section 10 of the FOIA.

b) The appeal request must be in writing and addressed to the Deputy Secretary of State, Room 213, Capitol Building, Springfield, Illinois. It shall contain a copy of the original request, a copy of the denial received by the requestor, and a statement of the reasons why the appeal should be granted.

(Source: Amended at 12 Ill. Reg. 19515, effective November 7, 1988)