**Section 1326.310 Submittal of FOIA Requests for Records**

a) Any request for public records should be submitted or addressed in writing to the FOI Officer for the Department.

b) Contact information for the Department FOI Officer can be found online at www. Illinois.gov/Pages/FOIAContacts.aspx.

c) FOIA requests may be submitted by mail (U.S. or other postal carriers), e-mail or hand delivery. Requests should be mailed, emailed or hand delivered to:

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| Mail or Hand Delivery: | Illinois Dept. of Financial and Professional Regulation  Attn: FOI Officer  100 West Randolph Street, 9th Floor  Chicago, Illinois 60601 |
|  | Or |
|  | Illinois Dept. of Financial and Professional Regulation  Attn: FOI Officer  320 West Washington Street, 3rd Floor  Springfield, Illinois 62786 |
| Email: | FPR.FOIA@Illinois.gov |

d) E-mailed requests should be sent to FPR.FOIA@Illinois.gov and contain the request in the body of the e-mail, or the request may be attached separately to the email as a PDF.

(Source: Amended at 43 Ill. Reg. 14647, effective December 20, 2019)