**Section 2175.210 Copying Procedures**

a) All files, records, and data may be copied at the Board's Chicago office upon payment, except for information exempted under Section 7 of FOIA [5 ILCS 140/7]. (See Section 2175.300.)

b) The Board will contract for any copying that would impose a substantial administrative burden on the Board. The person requesting those copies will be charged the reproduction charges incurred by the Board.

c) Requests for copies will be honored in as timely a manner as is reasonably practicable. Requests to receive copies by mail will be honored. However, the Board reserves the right to charge the requesting party for the mailing costs incurred by the Board.

(Source: Amended at 44 Ill. Reg. 14166, effective August 21, 2020)