

School District U-46

Elgin, Illinois

FOIA COPY FEES

Any person requesting records of School District U-46 may make such a request in writing, at the District Records office in Educational Services Center, 355 East Chicago Street, Elgin, Illinois, 60120, room #120. Such request should be made to Mrs. Anna Pasternak, Freedom of Information Officer, at such address.

Alternatively, any person may mail a written request to Mrs. Anna Pasternak specifying in particular the records requested to be disclosed and copied. All written requests should be addressed to the Freedom of Information Officer, District Records office at the above address. If you desire that any records be certified, you must indicate that in your request and specify which records must be certified.

FEE SCHEDULE FOR DUPLICATION OF PUBLIC RECORDS (Effective January 1, 2010)	
Type of Duplication	Fee
Paper copy from paper or electronic source, 50 pages or less	no charge
Paper copy from paper or electronic source, 51 pages or more	\$.15 / page for all pages copied
Diskette or CD-ROM	no charge
Copy of audio or video material	cost of tape, disk, etc

Checks are to be made payable to: "School District U-46".