

METCAD  
FREEDOM OF INFORMATION ACT REQUEST

Return to METCAD, 1905 E. Main St., Urbana, IL 61802 or email  
to: [FOIOMETCAD@champaignil.gov](mailto:FOIOMETCAD@champaignil.gov)

DATE:

NAME:

ADDRESS:

DAYTIME TELEPHONE NUMBER:

E-MAIL:

Please describe the information/records you are requesting in as much detail as possible. This will enable us to find the records quickly.
---

I wish to:

Inspect Only    Inspect and Receive Copies    Receive Copies Only    Receive Certified Copies

**Certification of Commercial/Non-Commercial Request**

"Commercial purpose" means the use of any part of a public record or records, or information derived from public records, in any form for sale, resale, or solicitation or advertisement for sales or services. It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose.

I hereby certify that my request is    is not    for a commercial purpose

\_\_\_\_\_  
Signature of Requestor