

Illinois State University

Request for Police Report under the Illinois Freedom of Information Act

To request a copy of an Illinois State University police report you may submit this form to the Police Department or:

- Send via personal delivery, mail, telefax, or other means, a letter or e-mail to the Public Records Office requesting the report. That address is:
 - Public Records Officer
Illinois State University
Campus Box 1000
Normal, Illinois 61791-1000
Telefax: (309) 438-5319
publicrecords@ilstu.edu

If you send a letter or submit an email, please include as much of the information below as possible.

Requestor's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Number: _____

Report number (if known): _____

Incident date: _____

Name of individual in Report: _____ DOB of individual: _____

Other Parties Involved or Business involved (if any) _____

Type of incident and other pertinent information regarding the incident (be specific):

Is this request for a commercial purpose? (Yes or no) _____

***Please be specific in how you would like the report delivered back to you (email, telefax, mail, or you will pick up in person). If mailing to an address different from above:**

Address: _____

City: _____ State: _____ Zip: _____

Unless otherwise notified, your request for public records will be complied within five (5) business days after its receipt. *Please note some police records may be exempt and will be redacted or denied in accordance with the Illinois Freedom of Information Act.