

## **Freedom of Information Act**

In compliance with the Illinois Freedom of Information Act (FOIA), notice is hereby given that the designated FOIA officer for the Winnebago County Forest Preserve District is Judi Day. All requests for information regarding the Winnebago County Forest Preserve District under FOIA should be directed to the persons above.

The purpose of the Winnebago County Forest Preserve District is to conserve and maintain natural forests and lands for the education and recreation of the public.

Business hours of the Winnebago County Forest Preserve District are 8:00 to 5:00, Monday through Friday. FOIA requests may be filed in person during those hours, by mail, or via e-mail. A response to the FOIA request will be provided to the requestor within five business days from the day the office receives the request. Requests received by mail will be considered received on the business day the mail is received by the office. If a request is sent by e-mail during business hours on a business day, it will be considered being received on that day. If the e-mail is sent after business hours or on a non-business day, it will be considered received on the next business day. Saturdays, Sundays, and legal holidays are not counted in the computation of the 5-day response period.

Any questions regarding this notice may be referred to the above-referenced FOIA officers at 815-877-6100.