

### **Submitting a FOIA Request**

Download the [FOIA Request Form](#) or visit the Orland Township Office located at 14807 S. Ravinia Avenue, Orland Park, IL 60462 to obtain the FOIA Request form. Completed forms must be submitted to the Orland Township office in person or via mail/email. Mail forms should be addressed to Orland Township, FOIA Officer, 14807 S. Ravinia Avenue, Orland Park, IL 60462. E-mailed forms should be sent to the [FOIA Officer](#). Forms should be submitted even if there are concerns that the information may be exempt under the Act. Please be as specific as possible in describing the information requested.