



South Suburban College

Form No. FOI-2007-RPD

Request for Production of Documents

TO: Board Clerk (or other:) _____
South Suburban College, 15800 S. State Street, South Holland, IL. 60473

I hereby request production of the following documents:
(Describe documents by title, name or contents in detail)

Check which of the following apply:
____ I wish to Inspect all documents listed above.
____ I desire copies of all documents listed above.
____ I desire certified copies of all documents listed above.

*** Office Use Only ***
*** Est. # of pages _____
*** Total Est. Fees \$ _____

No charge for inspection of documents.
\$0.50 per single page for each single page copied.
\$2.50 per single page for each single page certified.

This request for production of documents must be prepaid by cash, money order, cashier's check or certified check, if the total estimated fees are in excess of ten dollars (\$10.00).

I warrant and represent that the records requested will not be used for purposes of furthering any commercial enterprise. I further warrant and represent that the preceding rules and applicable fees are understood, and that I agree to comply, therewith.

Name: _____
Address: _____
City, St, Zip: _____
Phone (days): _____ Phone (nights): _____
Representing: _____
Signature: _____ Date: _____

(SSC-FORM-RPD-2007.doc)