

WINNEBAGO COUNTY SHERIFF'S OFFICE
FREEDOM OF INFORMATION ACT

In compliance with the Illinois Freedom of Information Act (FOIA), notice is hereby given that the designated FOIA officer(s) for the Office of the Winnebago County Sheriff are: Sergeant Tammie Stanley and Deputy Chief Donald Gasparini, Jr. All requests for information regarding the Office of the Winnebago County Sheriff under FOIA should be directed to the persons above.

As required by FOIA, the following information regarding the Office of the Sheriff is made available:

The purpose of the Office of the Sheriff is to provide for the service of civil process; provide law enforcement services in unincorporated Winnebago County and areas covered by contractual law enforcement services; provide security for the courthouse; and operate the Winnebago County Jail. The Sheriff's Department employs 450 personnel and the annual budget is \$34,000,000.00.

Business hours of the office are 8:00 a.m. through 5:00 p.m., Monday through Friday, excluding holidays. 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 (5) business days from the day the office receives the request. Requests received by mail 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 question regarding this notice may be referred to the above-referenced FOIA officer at 815-319-6010.