

Freedom of Information Act (FOIA)

Policy and Procedure

Kane County Treasurer's Office FOIA Officer

Cindy Christopher

719 S Batavia Ave, Bldg. A

Geneva, IL 60134

Phone: 630-444-3182

Fax: 630-208-7549

Email: christophercindy@co.kane.il.us

How can I request public records?

Many of our records are available on our website <https://www.kanecountytreasurer.org/> . The documents are available free of charge for you to print from your computer.

What fees will be charged?

Generally, copies of the first fifty (50) pages will be provided at no cost. Copies provided thereafter are available at fifteen cents (.15) per page (or the actual cost of reproducing) after fifty (50) pages.

When will I receive a response?

If it is not possible to provide copies or allow for a complete review of the documents within five business days of the request, the requestor will be notified. Commercial requests will be held to the designated 21-day response time.

Disclaimer and Use Information:

The Kane County Treasurer's Office provides information in response to Public Records Requests in good faith with no warranty, expressed or implied, concerning content, accuracy, currency or completeness. It does not accept any liability arising from incorrect, incomplete or misleading information or improper use. Use or interpretation of the data is solely the Requestor's responsibility. As applicable, the Kane County Treasurer's Office shall retain all right, title, and interest in the information.