



DEPARTMENT OF ADMINISTRATIVE HEARINGS  
CITY OF CHICAGO

May 2, 2012

Justin B. Newman  
2900 N. Woodard St.  
Chicago, IL 60618

RE: FOIA request dated April 30, 2012

Dear Mr. Newman:

This will provide you with a written response to the above referenced FOIA request.

Request

1. A current list of all types or categories of records prepared, received, maintained or otherwise under control of Administrative Hearings. This list should be reasonably detailed, to aid in obtaining access to the public records.
2. For records kept through electronic data processing, a description of the manner in which the public records can be obtained.

Response

1. Enclosed is a copy of the Freedom of Information Act Information Sheet which describes the type of records that are available from the Department of Administrative Hearings.
2. Records may be obtained through a FOIA request. A typical search for court-based information includes searching for the names of the parties to the violation, the violation address, the ticket number, or the docket number.

To the extent you consider this a denial of your FOIA request, you have a right of review by the Illinois Attorney General's Public Access Counselor, who can be contacted at 500 S. Second St. Springfield, IL 62706 or by telephone at 217-558-0486. You may also seek judicial review of a denial under 5 ILCS 140/11 of FOIA.

Sincerely,

  
STEVEN SHEELY

Deputy Director

