

## File a Chicago Treasurer's Office FOIA Request

The Freedom of Information Act (FOIA) is a state law that provides citizens with access to public records. Each City department is a separate agency responsible for maintaining its own records, so requests should be submitted to the department that maintains the records you want.

All Freedom of Information requests submitted to City of Chicago departments must include the following information:

1. The **name, mailing address and contact information** of the requester;
2. A description of the records that are being requested.

### **Treasurer's Office FOIA Information:**

The Office of the City Treasurer maintains the following categories of records:

- Treasurer's Public Calendar
- Treasurer's Office Annual Report Filings
- Press Releases
- Town Hall Presentations
- Investments records

Please note: records listed on this page may not be subject to disclosure under the Freedom of Information Act

For Finance FOIA requests, write to:

**Email:** [CTOFOIA@cityofchicago.org](mailto:CTOFOIA@cityofchicago.org)  
**Fax:** 312.742.0981  
**Mail:** 121 North LaSalle Street, Room 106  
Chicago, IL 60602

Please be specific about the information you are seeking, and indicate the exact locations and dates. Please indicate in your request how you would like the information sent to you (via email, mail, or available to pick up at our office).

Due to our request volume, the most efficient way for us to respond to questions is via email: [CTOFOIA@cityofchicago.org](mailto:CTOFOIA@cityofchicago.org).

**Please note that all FOIA requests are posted online. FOIA requests are public information, and when you submit a FOIA request, your name and information about the request will be made available on the City's website.**

To be redirected to the Office of the City Clerk's FOIA log at City of Chicago's Data Portal, please visit [https://www.chicago.gov/city/en/depts/other/dataset/foia\\_request\\_log-citytreasurer.html](https://www.chicago.gov/city/en/depts/other/dataset/foia_request_log-citytreasurer.html)