**Section 5001.200 Office to Which Requests Are Submitted**

a) Requests for public records shall be submitted in writing to the Freedom of Information Officer of the State Board of Education. Requests may be submitted by mail at the Freedom of Information Office, Illinois State Board of Education, 100 North First Street, Springfield, Illinois 62777, ATTN: FOIA Request; by email to foia@isbe.net; or by facsimile at 217-524-8585.

b) Oral requests for public records shall not be accepted.

(Source: Amended at 35 Ill. Reg. 5407, effective March 17, 2011)