**Section 625.45 Appeal of a Denial of a Request for Public Records**

a) A requester whose request has been denied by the Freedom of Information Officer may appeal the denial to the Comptroller. The notice of appeal shall be made in writing and sent to:

 State Comptroller

 201 State House

 Springfield, Illinois 62706

 ATTN: FOIA Appeal

b) The Notice of Appeal shall include a copy of the original request, a copy of the denial received by the requester, and a statement of the reasons why the appeal should be granted.

c) The Comptroller will respond to an appeal within 7 working days after receiving notice thereof. The Comptroller shall respond to the appeal by taking the appropriate action(s) specified in Section 625.35(b).

d) The Comptroller in any letter affirming a denial shall include an explanation of the requester's right to judicial review of the Comptroller's decision. Failure to respond within 7 working days may be considered to be an affirmation of denial.

(Source: Amended at 25 Ill. Reg. 8139, effective June 22, 2001)