**Section 651.330 Requests for Records for Commercial Purposes**

a) *It is a violation of FOIA for a person to knowingly obtain a record for a commercial purpose without disclosing that it is for a commercial purpose if requested to do so by the* Office of the Treasurer*.* (Section 3.1(c) of FOIA)

b) *The* Office of the Treasurer *shall respond to a request for records to be used for a commercial purpose within 21 working days after receipt. The response shall:*

1) *Provide to the requester an estimate of the time required by the* Office of the Treasurer *to provide the records requested and an estimate of the fees to be charged, which the* Office of the Treasurer *may require the person to pay in full before copying the requested documents;*

2) *Deny the request pursuant to one or more of the exemptions set out in* Section 651.220 or 651.230;

3) *Notify the requester that the request is unduly burdensome and extend an opportunity to the requester to attempt to reduce the request to manageable proportions; or*

4) *Provide the records requested.* (Section 3.1(a) of FOIA)

c) *Unless the records are exempt from disclosure, the* Office of the Treasurer *shall comply with a request within a reasonable period considering the size and complexity of the request, and giving priority to records requested for non-commercial purposes.* (Section 3.1(b) of FOIA)

(Source: Amended at 46 Ill. Reg. 1635, effective January 7, 2022)