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Office of General Counsel/FOIA Officer

Freedom of Information Act (FOIA) Request

GENERAL COUNSEL
Eastern Illinois University

for Eastern Illinois University Records

[Link to FOIA Form in pdf format](#)

Please fill in the spaces provided, print, sign, then clear form.	
Send form to: Robert L. Miller FOIA Officer/General Counsel Eastern Illinois University 600 Lincoln Avenue Charleston, IL 61920	From: _____ John B. Allison Mailing Address/Telephone _____
If you are an EIU employee, please indicate below the name and address of your department ONLY if you want the information to be sent there: _____ English Department	
Give a brief description of the requested record(s): I am requesting records of expenses for Dr. Robert Wayland's services as chief negotiator for Eastern's administration and Board of Trustees, including Dr. Wayland's travel expenses.	
 Requester's Signature	
Records will be provided and fees charged according to the Illinois Freedom of Information Act. Pursuant to 5 ILCS 140/3(d), a response from the FOIA Officer will be provided within five business days. You will be notified if additional time is required to process your request.	
REMINDER: The request is incomplete unless signed.	<input type="button" value="Reset"/>