

September 10, 2012

Robert L. Miller
□ General Counsel/Eastern Illinois University □
600 Lincoln Ave. □
Charleston, IL, 61920

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EU GENERAL COUNSEL

Dear Mr. Miller,

Pursuant to the state open records law, 5 Ill. Comp. Stat. 140/1 to 140/11.5, I write to request access to and a copy of the distribution of Grant in Aid funds by department from the period of July 1, 1992 to July 1, 2012 (bv semester) that is sent digitally in the form of a Microsoft Excel spreadsheet to me at _____ and Joe Gisondi at _____. If your agency does not maintain these public records, please let me know who does and include the proper custodian's name and address.

I agree to pay any reasonable copying and postage fees of not more than \$10. If the cost would be greater than this amount, please notify me. Please provide a receipt indicating the charges for each document.

As provided by the open records law, I will expect your response within five (5) working days. See 5 Ill. Comp. Stat. 140/3(c).

If you choose to deny this request, please provide a written explanation for the denial including a reference to the specific statutory exemption(s) upon which you rely. Also, please provide all segregable portions of otherwise exempt material.

Thank you for your assistance.
Sincerely,

Rachel J. Rodgers
News Editor
The Daily Eastern News