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Response Due Date:

4-30-14
(for office use only)

**FREEDOM OF INFORMATION ACT (FOIA) REQUEST
FOR EASTERN ILLINOIS UNIVERSITY RECORDS**

Date: APRIL 2, 2014

To: Robert L. Miller
FOIA Officer/General Counsel
Eastern Illinois University
Blair Hall, Room 2102
600 Lincoln Avenue
Charleston, IL 61920
Phone: 217-581-7249
Fax: 217-581-7989

From: CHARLESTON LUMBER CO. INC.
Printed Name of Requester
LARRY BEASLEY PRES.

Signature of Requester

Mailing Address:

202 6th Street

Charleston, IL 61920

Telephone: 345-6011 FAX 345-6655

If you are an EIU employee, please indicate below the name and address of your department **ONLY** if you want the record(s) to be sent there:

Department: _____

Building: _____

Room: _____

Description of requested record(s):

Reference BH 015151 Would like to compare quotes.

Records will be provided and fees charged according to the Illinois Freedom of Information Act. Pursuant to 5 ILCS 140/6, a response from the FOIA Officer will be provided within five (5) business days. If this is a request for commercial purposes, the response is 21 working days after receipt pursuant to 5 ILCS 140/3.1(a). You will be notified if additional time is required to process your request.

CLEAR

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APR 2 2014

EIU GENERAL COUNSEL