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Response Due Date:

11-18-15
(for office use only)

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

Date: November 11, 2015

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: Ron Cummings
Printed Name of Requester

Ron Cummings
Signature of Requester

Mailing Address:
3390 North Woodford St.

Decatur, IL. 62526

Telephone: 217-521-7522

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):

I am requesting copies of all Memo's and/or Emails from Facilities Director Tim Zimmer to Vice President Paul McCann pertaining to the recommendation of layoffs, at Facilities Planning Dept., of individuals and/or groups.

Copies can be electronic to save paper. My email address is Ron@IBEW146.com

Thank you

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.

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EIU GENERAL COUNSEL