

September 22, 2011

Robert L. Miller
General Counsel/FOIA Officer
Eastern Illinois University
600 Lincoln Avenue
Charleston, IL 61920

RECEIVED

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**GENERAL COUNSEL
Eastern Illinois University**

Re: Gossard Painting/O'Brien Field

Dear Sir,

Pursuant to the provisions of the *Freedom of Information Act*, please consider this correspondence a formal request for copies of the following records pertaining to the above referenced company, and the above referenced projects.

- (1) Copy of the description of the funding or funding arrangement used to finance the project.
- (2) Copy of any signed or tentative contract documents between Eastern Illinois University and Gossard Painting
- (3) Copy of any and all Certified Payroll documents regarding Gossard Painting

As a not-for-profit organization serving the public interest, we respectfully request the waiver of any fees for copying the requested records; if there are any fees please bill our office and also provide us with your public body's statutory complaint schedule of allowed fees and we will remit payment upon receipt of the requested material and billing. Please send the requested documents to our office at the following address:

If any part of this request is denied, please cite the specific exemption(s) which you believe allows for the denial and inform us of the appeal procedures available to us under the law. Also please provide us with the name, title, and address of the person to whom the appeal should be sent.

If you have any questions concerning this request please contact us at _____ between the hours of 8:00a.m. and 5:00p.m. Monday through Friday.

We would appreciate your handling this request as soon as possible and we look forward to hearing from you within the limits allotted by the act.

Sincerely,

Chad Anderson

Chad Anderson
Business Representative
IUPAT District Council 58