

HINSHAW

& CULBERTSON LLP

RECEIVED

DEC 20 2012

EU GENERAL COUNSEL

December 19, 2012

ATTORNEYS AT LAW

VIA EMAIL & FAX

1131 Old Main
Eastern Illinois University Business Office
600 Lincoln Ave.
Charleston, IL 61920
Fax: 217-581-6371
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busaff@eiu.edu

Re: Freedom of Information Act Request

To Whom It May Concern:

Pursuant to the Freedom of Information Act, I request the following information from your office:

Any and all acoustical ceiling tile product records and product information, including, but not limited to the following: micro films, photographs, correspondence, architectural designs, receipt for purchase, proposed architectural designs, contracts and/or sub contracts, bids, contractor lists, vendor lists, plans and materials lists, acoustical tile employee lists in the possession or control of Eastern Illinois University related to the planning, design, construction, routine maintenance and remodeling of the boiler rooms at Eastern Illinois University.

Thank you very much for your assistance. Please contact me directly at upon receipt of this request to discuss.

Sincerely,
HINSHAW & CULBERTSON LLP



Sara B. Jesser
Direct

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