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Response Due Date: 1-28-14
(for office use only)

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

Date: January 17, 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: John Sanders
Printed Name of Requester

John W. Sanders
Signature of Requester

Mailing Address:

Telephone: _____

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):

The United States Post Office addresses of the Eastern Illinois University Board of Trustees and Officers and name and address of registered agent who accepts service of process for University.

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.

RECEIVED

JAN 22 2014

CLEAR

EIU GENERAL COUNSEL