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or print clearly.

Response Due Date:

Due 8/27/15  
(for office use only)

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

Date: August 20, 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: Cathy Kimball

Printed Name of Requester

Cathy P. Kimball  
Signature of Requester

Mailing Address:  
304 North Logan Street

Oakland, IL 61943

Telephone: 217-581-3318

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: Records Management

Building: Old Main Room: 2038

**Description of requested record(s):**

Names of all people who have been laid off; with position title and all positions held at EIU, with lengths of time at each level.  
also include salary at each level.

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**

**AUG 20 2015**

**CLEAR**

**EIU GENERAL COUNSEL**