

Response Due Date: \_\_\_\_\_  
(for office use only)

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

Date: 4/23/12

To: Robert L. Miller  
FOIA Officer/General Counsel  
Eastern Illinois University  
600 Lincoln Avenue  
Charleston, IL 61920  
Telephone: 217-581-7249  
Facsimile: 217-581-7989

From: Ryan Heerema  
Printed Name of Requester

Mailing address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please type or print clearly.**

Telephone number: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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: \_\_\_\_\_  
Address: \_\_\_\_\_

**RECEIVED**

APR 27 2012

**EIU GENERAL COUNSEL**

Description of requested record(s):  
Criminal / Police records For

FORM MUST BE SIGNED.

Ryan Heerema  
Signature of Requester

Records will be provided and fees charged according to the Illinois Freedom of Information Act. Pursuant to 5 ILCS 140/3(d), a response from the FOIA Officer will be provided within five business days. You will be notified if additional time is required to process your request.