



June 22, 2011

Elsie Sutter
Village Clerk
Village of Elmwood Park
11 Conti Parkway
Elmwood Park, Illinois
60707

Dear Ms. Sutter,

Pursuant to the Illinois Freedom of Information Act, I am requesting the following information:

- Any records pertaining to the personnel file of former village employee Ronald Puccillo.

Because this information would be used in a newspaper story intended to educate the public, I ask that you waive or reduce the normal fee for producing this information. If the cost of producing this information would be more than \$50, please notify me before proceeding.

If in your view any of the above records contain information you deem to be exempt from disclosure under the privacy 7(1)(c) or work product 7 (1)(f) provisions of the Freedom of Information Act please redact that portion of the record and provide the remainder, specifying the precise nature of the redacted information and the specific exemption on which you rely in the event we were to ask for its disclosure.

I would like to remind you that under Section 8 of the Freedom of Information Act, all non-exempt portion of any partially exempt documents must be disclosed.

I ask that you e-mail the information to jahopkins@tribune.com. If you cannot e-mail the records, please mail them to the address below.

Feel free to contact me if you have any other questions. I would be happy to discuss how to narrow the request in order to not create an unreasonable amount of work for your staff. Please remember that the agency has five business days to respond to this request.

Sincerely,

Jared S. Hopkins
Chicago Tribune
435 N. Michigan Avenue
Chicago, IL 60611
312-222-3815