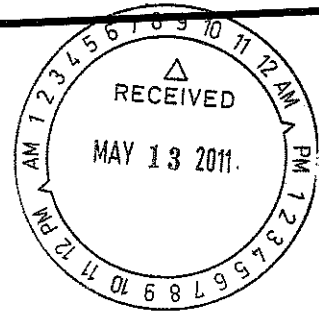


Elsie Sutter

From: James Edwards [jedwards@bettergov.org]
Sent: Friday, May 13, 2011 1:27 PM
To: Elsie Sutter
Subject: FOIA Request 1
Attachments: FOIA_Pasquale.doc



May 13, 2011

To Whom It May Concern:

This is a request under the Illinois Freedom of Information Act. Please note that this request is for a possible news story. The Better Government Association hereby requests that you provide us copies of the records identified and described below – or of records containing the information identified and described below:

- Employee timesheets for Village of Elmwood Park employee Pasquale Martorana, from January 1, 2007 to the present *January*
- Vacation requests by Village of Elmwood Park employee Pasquale Martorana, from January 1, 2007 to the present *January*

Format: we prefer to receive records in an electronic format.

Please also provide any and all documentation related to such electronic records, including but not limited to data dictionaries, database documentation, record layouts, code sheets, data entry instructions, and similar printed or electronic documentation materials.

Please respond within 5 working days, as the state of Illinois' Act provides, or notify me if "unusual" or "exceptional" circumstances apply (as the Act uses those terms). If you decide to withhold an exempt portion of any record, please release all other segregable parts. If you withhold any record or portion of a record, please specify which statutory exemptions are claimed for each withholding. Please separately state your reasons for not invoking your discretion, as the Act allows, to release the requested information. Please describe each record withheld, including its date and size (e.g., amount of electronic memory or number of paper pages). If there are any search, review, or duplication fees greater than \$25, inform me before you fill the request. But first please consider the Better Government Association's requests for fee reduction and fee waiver:

The Better Government Association is a 501(c)(3) tax-exempt charity, and therefore this request should be exempt from all fees for search and review.

In addition, the Better Government Association requests a waiver of all duplication fees for this request as permitted under the Act.

Please respond via email acknowledging receipt of this request. If you have any questions or comments, please contact me via email or phone.

Sincerely,

James Edwards
Better Government Association
223 W. Jackson, Suite 620
Chicago, IL 60606
(312) 821-9036
jedwards@bettergov.org