

Due 8-11-14

Robert Miller

From: Amanieh, Liz (NBCUniversal) <Liz.Amanieh@nbcuni.com>
Sent: Tuesday, August 05, 2014 10:42 AM
To: foiarequests@eiu.edu
Subject: FOIA request from NBC5 Chicago

454 North Columbus Drive
Chicago, IL 60611-5555
312-836-5555

A Division of National Broadcasting
Company, Inc.
www.nbcchicago.com

August 5, 2014

Robert L. Miller
General Counsel/FOIA Officer
Eastern Illinois University
600 Lincoln Avenue
Charleston, IL 61920

sent via e-mail to foiarequests@eiu.edu
and sent via U.S. Mail

Dear Mr. Miller:
This is a request under the U.S. Freedom of Information Act and the Illinois Freedom of Information Act.

I am requesting documents sufficient to show all Travel Exception approval forms which were submitted to the Higher Education Travel Control Board from January 1, 2013 to the present.

Please send all requested documentation to me at NBC5 Chicago; 454 North Columbus Drive; Chicago, Illinois 60611. I would also be happy to accept the records electronically, via my e-mail address at liz.amanieh@nbcuni.com. And if there is any way in which I can help in gathering these documents or otherwise assisting you in getting this information and documentation, I would be happy to do so.

Because these records are in the public interest, I ask that you waive any reproduction fee. And if you deny this request, please tell me on what grounds, and to whom I should appeal.

If you have any questions concerning this request or need any additional information, please don't hesitate to contact me at liz.amanieh@nbcuni.com or at 312-836-5804. Thank you so much for your time and consideration in this matter.

Sincerely,
Liz Amanieh
Researcher

RECEIVED

AUG 5 2014

EIU GENERAL COUNSEL