



pennsylvania

OFFICE OF OPEN RECORDS

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: _____ 7/17/2018 _____

REQUEST SUBMITTED BY: E-MAIL U.S. MAIL FAX IN-PERSON

REQUEST SUBMITTED TO (Agency name & address): City of Philadelphia Mayor's Office, Philadelphia, PA, Kathleen Lonie, kathleen.lonie@phila.gov

NAME OF REQUESTER : _____ Austin R. Evers _____

STREET ADDRESS: _____ 1030 15th Street NW, Suite B255 _____

CITY/STATE/COUNTY/ZIP(Required): _____ Washington, DC 20005 _____

TELEPHONE (Optional): _____ 202-897-4213 _____ EMAIL (optional): foia@americanoversight.org

RECORDS REQUESTED: **Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary*

All records reflecting communications (including emails, email attachments, text messages, calendar invitations/entries, meeting notices, meeting agendas, informational material, talking points, any handwritten or electronic notes taken during any oral communications, summaries of any oral communications, or other materials) concerning any visit by HUD Secretary Ben Carson between 1) the Philadelphia Mayor's Office and 2) HUD Secretary Ben Carson, any representative of HUD Secretary Ben Carson, Secretary Carson's son, Benjamin Carson Jr., or Secretary Carson's daughter-in-law, Merlynn Carson.

Please provide all responsive records from March 2, 2017, to the date the search is conducted.

DO YOU WANT COPIES? YES NO

DO YOU WANT TO INSPECT THE RECORDS? YES NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES NO

DO YOU WANT TO BE NOTIFIED IN ADVANCE IF THE COST EXCEEDS \$100? YES NO

**** PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES ****
**** IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL ****

FOR AGENCY USE ONLY

OPEN-RECORDS OFFICER:

I have provided notice to appropriate third parties and given them an opportunity to object to this request

DATE RECEIVED BY THE AGENCY:

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE:

***Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*