

## Bridgette Scott

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**From:** Bridgette Scott  
**Sent:** Monday, October 03, 2011 2:48 PM  
**To:** 'John Ziobro'  
**Subject:** Request for Public Records dated August 3, 2011

Mr. Ziobro,

The second installment is available for inspection in our office. Our letter dated September 20, 2011, estimated the installment to be 375 copies; the actual number of copies is 437 at \$0.15 per copy, for an adjusted total of \$65.55. Postage estimated to be \$9.30. Copies of the second installment will be sent upon receipt of payment.

The assembled records will be available for inspection or copying and must be claimed or reviewed within thirty days of this notification.

Respectfully,

*Bridgette Scott*

Executive Assistant  
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