

To Whom It May Concern:

Pursuant to the Tennessee Public Records Act, I hereby request the following records:

Records sufficient to show the names, star numbers, respective dates, and the type of time off of all police officers and/or employees who requested any personal time off, vacation days, personal days, furlough days, or any other time off for the dates of, on, or between Jan 1, 2021 and January 8, 2021 AS WELL AS the dates of, on, or between Jan 1, 2020 and January 8, 2020.

Ideally, please provide the records in an excel spreadsheet.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 7 business days, as the statute requires.

Please note that I am a citizen of Tennessee, and am using MuckRock's services to help manage and track my request.

Sincerely,

Kent Hoover