


**PUBLIC RECORDS (APRA) REQUEST
CITY OF SOUTH BEND**


Name of Requesting Party: Daniel Boguslaw			
Address: 305 E 24th St		City: New York	State: NY
Telephone: 617-922-8830		Date of Request: 2/7/2020	Time of Request: 11:00 AM
		Submitted (check one): <input type="checkbox"/> In Person <input checked="" type="checkbox"/> Mail, Email or Facsimile	
Email of Requesting Party: dbkaufman2@gmail.com		Signature of Requesting Party: 	
Name of Department having records, if known (i.e. Police, Building, Fire/EMS, Public Works): Mayor's Office			
Records Requested. Please be specific. Use the back of form if additional space is needed. All emails sent to, from, or copied to Pete Buttigieg from January 1, 2016, to April 1, 2018 containing any of the following non-case-sensitive search terms: "Election" "DNC" "Democratic National Committee" "Help" "race" "favor" "background" "chair". This query should be conducted for emails sent or received from/by Heidi Heitkamp, Howard Dean, Joe Donnelly, Tom Perez, Lis Smith, and Martin O'Malley. Additionally this search should include emails sent or received by associates affiliated with the previous list of names, including those holding the title of staff, staffer, press secretary, press officer, secretary, coordinator, general staff, general staffer, chief of staff. This request will be made available to the public and is being made by a member of the news media.			
Check one: I request to <input type="checkbox"/> INSPECT or <input checked="" type="checkbox"/> BUY copies of the records requested.			
Check one: I request to receive my records by <input type="checkbox"/> in-person pick-up; or <input type="checkbox"/> REGULAR MAIL; or <input checked="" type="checkbox"/> EMAIL; or <input type="checkbox"/> FAX			

*** SUBMIT REQUESTS TO THE LEGAL DEPARTMENT (apra@southbendin.gov) ***

CITY OF SOUTH BEND USE ONLY

Request Received By:	Department:	Date and Time Received:
Acknowledged Receipt: <input type="checkbox"/> Email <input type="checkbox"/> Telephone <input type="checkbox"/> In Person Acknowledgement Form		
Department Comments: <hr/> <hr/>		
ATTORNEY DECISION		
INFORMATION IS _____ DISCLOSABLE		INFORMATION IS NOT DISCLOSABLE _____
Attorney Comments and Instructions: <hr/> <hr/>		
Attorney Signature: _____		Date of Decision: _____
Letter sent (Date):	Decision Sent To:	Date:
Informed requesting Party that information is _____ DISCRETIONARY DISCLOSURE or _____ NON-DISCLOSABLE		
Date:	Signature:	<input type="checkbox"/> In Person <input type="checkbox"/> By Telephone <input type="checkbox"/> By Email

**PUBLIC RECORDS (APRA) REQUEST
CITY OF SOUTH BEND**

Name of Requesting Party: Daniel Boguslaw			
Address: 305 E 24th St		City: New York	State: NY
Telephone: 617-922-8830		Date of Request: 2/7/2020	Time of Request: 11:00 AM
Email of Requesting Party: dbkaufman2@gmail.com		Submitted (check one): <input type="checkbox"/> In Person <input checked="" type="checkbox"/> Mail, Email or Facsimile	
Signature of Requesting Party: 		Name of Department having records, if known (i.e. Police, Building, Fire/EMS, Public Works): Mayor's Office	
Records Requested. Please be specific. Use the back of form if additional space is needed. <u>All emails sent to, from, or copied to Pete Buttigieg from January 1, 2016, to April 1, 2018 containing any of the following non-case-sensitive search terms: "Election" "DNC" "Democratic National Committee" "Help" "race" "favor" "background" "chair". This query should be conducted for emails sent or received from/by Heidi Heitkamp, Howard Dean, Joe Donnelly, Tom Perez, Lis Smith, and Martin O'Malley. Additionally this search should include emails sent or received by associates affiliated with the previous list of names, including those holding the title of staff, staffer, press secretary, press officer, secretary, coordinator, general staff, general staffer, chief of staff.</u> <u>This request will be made available to the public and is being made by a member of the news media.</u>			
Check one: I request to <input type="checkbox"/> INSPECT or <input checked="" type="checkbox"/> BUY copies of the records requested.			
Check one: I request to receive my records by <input type="checkbox"/> in-person pick-up; or <input type="checkbox"/> REGULAR MAIL; or <input checked="" type="checkbox"/> EMAIL; or <input type="checkbox"/> FAX			

***** SUBMIT REQUESTS TO THE LEGAL DEPARTMENT (apra@southbendin.gov) *****

CITY OF SOUTH BEND USE ONLY

Request Received By:	Department:	Date and Time Received:
Acknowledged Receipt: <input type="checkbox"/> Email <input type="checkbox"/> Telephone <input type="checkbox"/> In Person Acknowledgement Form		
Department Comments: <hr/> <hr/>		
ATTORNEY DECISION		
INFORMATION IS _____ DISCLOSABLE		INFORMATION IS NOT DISCLOSABLE _____
Attorney Comments and Instructions: _____ <hr/>		
Attorney Signature: _____		Date of Decision: _____
Letter sent (Date): _____	Decision Sent To: _____	Date: _____
Informed requesting Party that information is _____ DISCRETIONARY DISCLOSURE or _____ NON-DISCLOSABLE		
Date: _____	Signature: _____	<input type="checkbox"/> In Person <input type="checkbox"/> By Telephone <input type="checkbox"/> By Email