



Sent via Email (cheitman@mariesco.org) and First-Class Mail on June 17, 2020 - sent via fax on June 18, 2020 to 573-422-3100

Maries County Sheriff's Office
Custodian of Records
211 Fourth Street
Vienna, MO 65582

Custodian of Records:

This letter is a request under the Missouri Sunshine Law. Pursuant to the provisions of Chapter 610 of the Missouri Revised Statutes, I request that you provide access, preferably in an electronic format for those maintained on computer facilities if available, to the following records: (1) all communications and posts via social media of the Maries County Sheriff's Office and/or any individual posting (or speaking) on behalf of the Maries County Sheriff's Office from December 1, 2019, through the present date; (2) all policies related to social media use of the Sheriff's Office and its employees or individuals speaking/posting on its behalf; and (3) grievance procedures of the Sheriff's Office.

If any part of this request is denied, please send a letter listing the specific exemptions upon which you rely for each denial and provide the contact information for the official to whom I may appeal. Mo. Rev. Stat. § 610.023.4. Please note that this request must "be acted upon as soon as possible, but in no event later than the end of the third business day following the date the request is received." Mo. Rev. Stat. § 610.023.3. I request the records be provided electronically to the following email address: lhenriquez@aclu-mo.org. If that is not possible, please advise me as to how I may gain access to the records.

Because this records request is being submitted in the public interest and "is likely to contribute significantly to public understanding of the operation or activities" of the Maries County Sheriff's Office, I ask that you waive any fees or charge a substantially reduced fee pursuant to Mo. Rev. Stat. § 610.026.1(1). However, should you decline to waive or reduce fees, proceed without further approval if the cost does not exceed \$50 and send a detailed invoice with the records. If the cost will exceed \$50, please inform me of the cost and provide an itemization of the costs.

American Civil Liberties Union of Missouri Foundation 906 Olive Street, Suite 1120 · St. Louis, Missouri 63101 406 West 34th Street, Suite 420 · Kansas City, Missouri 64111
--

Ex. 1 to Petition

Please do not hesitate to contact me with any questions. I appreciate your prompt attention to this matter. Please cc Gillian Wilcox (gwilcox@aclu-mo.org) to any email correspondence related to this request.

Sincerely,

/s/ Luz María Henríquez
Executive Director
ACLU of Missouri
lhenriquez@aclu-mo.org
(816) 470-9938