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December 5, 2016

Mr. Elena Sassower
Po Box 8101
White Plains, NY 10602
elena@judgewatch.org

Re: FOIL Request #2016-554

Dear Mr. Sassower:

I have received your Freedom of Information Law (FOIL) request dated 11/28/2016 and received in this office on 11/28/2016 via email.

I have asked the appropriate personnel within this agency to gather the requested information to the extent that it is kept or held by this agency.

We will process your request as soon as possible. After the records you described are retrieved, we will be better able to determine if additional time is needed to review the records to establish whether they are available pursuant to FOIL and, if they are, to reproduce the records.

I will contact you within twenty business days to advise you regarding our determination or, if additional time is needed, to provide a date when you can expect our determination. If such records are available under FOIL, we will notify you when you may expect to receive the records.

Sincerely,

Jane Hall
Records Access Officer

JH/jp