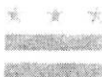


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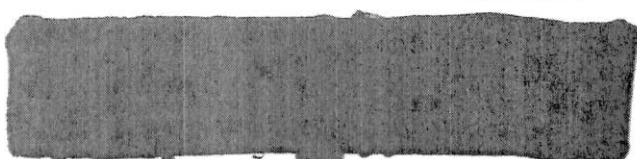
GOVERNMENT OF THE DISTRICT OF COLUMBIA  
EXECUTIVE OFFICE OF THE MAYOR



Office of the General Counsel to the Mayor

January 26, 2007

BY U. S. MAIL and FACSIMILE [REDACTED]



Blacksburg, Virginia 240

Re: Freedom of Information Act ("FOIA") Appeal

Dear Mr. Edwards:

This letter acknowledges receipt of your FOIA administrative appeal dated January 19, 2007 and received in this office on the same date by fax (the "Appeal").

Unfortunately, we will be unable to process the Appeal for the following reasons:

1. The Appeal does not contain the words: "Freedom of Information Act Appeal" or "FOIA Appeal" in the subject line. DCMR § 412.3.
2. The Appeal was not delivered in an envelope with the words: "Freedom of Information Act Appeal" or "FOIA Appeal." DCMR § 412.3
3. The Appeal does not indicate, and we have received no proof that a copy of it was delivered to the Freedom of Information Officer at District of Columbia Public Schools whose denial is the subject of the Appeal. DCMR § 412.3.
4. The Appeal does not contain a statement of the circumstances, reasons or arguments advanced in support of disclosure. DCMR § 412.4(a)

[REDACTED]  
January 26, 2007  
Page 2

You may re-submit the Appeal for consideration once the foregoing requirements have been met. Also, you are advised that pursuant to DCMR § 412.1, you may seek immediate judicial review of the underlying denial in the D.C. Superior Court.

Sincerely,



Andrew T. "Chip" Richardson, III  
Deputy General Counsel, EOM

cc: James Baxley, Esq., Deputy General Counsel  
FOIA Officer, DCPS  
James.baxley@k12.dc.us