

April 17, 2020

Sunshinerequest.com

VIA Email: records@sunshinerequest.com

Re: Records Request

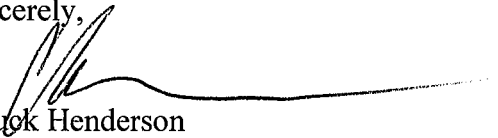
Dear sunshinerequest:

Your request for records from the St. Louis County Department of Information Technology has been received. I am the Custodian of Records for the Department.

Due to the state of emergency in St. Louis County and ongoing health concerns, there is currently reduced on-site staffing for the Department. The Department will therefore need additional time to determine if it possesses records responsive to the request and to evaluate if the records are open or closed in whole or part pursuant to the applicable provisions of Chapter 610 RSMo and Chapter 114 SLCRO. Requests for records are being addressed as quickly as possible in the order received. If you wish to check the status of a request, please refer to the existing request by date. We estimate that we should be able to respond to your request within approximately 30 days. We will provide an update if circumstances change.

All documents are being produced electronically. If you require physical documents, they will be sent via US Mail and may incur an additional cost. Please do not appear in person to receive your documents. Thank you for your patience.

Sincerely,



Chuck Henderson  
Director of Information Technology  
Custodian of Records