## Paragraph for Board Memo:

Bethany Gordon b.gordon@quadient.com Quadient 478 Wheelers Farms Road Milford, CT 06461

requested the following records: "Specifically, I am requesting a copy of the postage equipment lease for the mailing equipment used at your facility listed below:

Geneva Community Unit School District 304

I believe it may be Pitney Bowes equipment (Pitney Bowes Global Financial) or FP Mailing Solutions equipment.

If your equipment was purchased, please send a copy of the purchase agreement for the owned equipment.."

This FOIA request was received 6/9/23, and responded to on 6/15/23. It took 3 District employees a total of 40 minutes (\$22.08) to respond to this FOIA request. Total attorney time equaled 0 hours (\$0).