

981 Pineview Drive SE
New Ellenton, SC 29809
March 18, 2005

«Superintendent_name», Superintendent
«district_name» District Schools
«address_line_1»
«address_line_2»
«po_box»
«city», «state» «zipcode»

Re: FOIA Request

Dear Superintendent «Superintendent_last_name»,

Pursuant to Section 30-4-20 and Section 30-4-30 of the Code of Laws of South Carolina (the Freedom of Information Act), I hereby request:

- A written confirmation that a video entitled "We Are Family" or "We Are Family: A Musical Message for All"—which was produced by the We Are Family Foundation (WAFF)—was received by and shown in every public elementary school in the «district_name» School District on Friday, March 11, 2005.
 - If the video was shown in only selected schools, please provide the names of those schools where it was shown.
 - If the video was shown—or is yet to be shown—on any other day, please provide the viewing date for each location.
 - If the video was to be followed by a guided time of discussion between the teachers and students, please provide the name of any and all “guides” that were used as well as the name of the publisher of each guide.

- A written statement detailing the reason(s) why this video was/was not or will/will not be shown in «district_name» district public schools.

Thank you for your assistance with this request.

Sincerely,

Vicki L. Simons