

Averill P. Graham, Chief, Disclosure Division  
Bureau of Alcohol, Tobacco, Firearms, and Explosives, Department of Justice  
Suite 1E360, 99 New York Avenue, N.E.  
Washington, DC 20226

**SAMPLE**

February 12, 2009

**FOIA REQUEST (#9)**

**Freedom of Information Act, 5 U.S.C. 552; Privacy Act 5 U.S.C. 552a**

***Dear Chief Graham,***

The following request is made pursuant to the Freedom of Information Act and the Privacy Act. I agree to pay any fees or postage associated with this request. This formal FOIA request is forwarded to your office for information identified as:

***9A. Please provide me with copies of any and all emails, documents or communications that detail ATF's knowledge, discussion, or actions involving ATF Ethics Attorney Eleanor Loos' (or any other member of ATF Chief Counsels office) fabricating false documents; instructing ATF personnel to destroy memos, notes, documents, evidence; the "doctored" of memorandums for ATF managers; or, providing/encouraging/counseling false testimony against me during my disputes with ATF.***

***(Cited as one of many recent documents I have received [attached as Example #13] is an example of ATF Managers confirming that Loos has "doctored" documents intended to 'coach' ATF managers about how to damage ATF personnel.)***

Please forward the requested information to me at the following address:

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Respectfully submitted,

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**This is to verify that I am the subject of the above requested records, and that my return address is:**

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**I understand the penalties provided in 5 U.S.C. for requesting or obtaining access to records under false pretenses. I certify under penalty of perjury pursuant to 28 U.S.C. 1746 that the foregoing is true and correct.**

**Signature: \_\_\_\_\_**

**Date: \_\_\_\_\_**

**ATTACHMENT(s): None**