

MARTIN HEALY, JR.  
JOHN P. SCANLON  
DAVID P. HUBER  
KEVIN T. VEUGELER  
JACK CANNON  
DENNIS M. LYNCH  
PATRICK C. ANDERSON  
MATTHEW M. GANNON

January 13, 2016

*Of Counsel:*  
MATTHEW J. HEALY  
TERENCE GEOGHEGAN  
TERRY SULLIVAN

Freedom of Information Officer  
15 - E  
547 W. Jackson Blvd.  
Chicago, Illinois 60661

RE: [REDACTED]  
Date of Accident: December 18, 2015  
Our File Number: [REDACTED]

Dear Metra FOIA Officer:

We represent [REDACTED] regarding the accident which occurred on Friday, December 18, 2015, on the Milwaukee District West Line. It is my understanding that some form from Metra was signed by [REDACTED] regarding the incident.

The purpose of this letter is to request that Metra maintain and preserve a copy of that document as well as any and all information relating to this incident, including any and all videotapes, recordings, photographs, digital images, video obtained via any on-board or otherwise surveillance, or other camera that is in the possession of Metra, its employees, agents, and third parties. These materials should be maintained in their current condition without any destructive testing, alteration, sale or loss of any videotapes or recordings.

Kindly contact my office to make arrangements for duplication of any videotape or digital footage.

If you have any questions, please do not hesitate to call me. Thank you in advance for your anticipated cooperation and attention to this matter.

Very truly yours,

HEALY SCANLON

By:   
Dennis M. Lynch

DML/ns