

From: [Bethany Simpson](#)
To: [FOIA Metra](#)
Subject: SmartProcure FOIA Request to Metra Commuter Rail Board for Contact Information
Date: Monday, June 10, 2019 1:53:30 PM

Good afternoon,

SmartProcure is submitting a commercial FOIA request to the Metra Commuter Rail Board for all current employee/staff contact information. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. First Name
2. Last Name
3. Position Title
4. Department
5. Employment Type ie: full-time, part-time, contractor
6. General Office Phone Number
7. Direct Office Phone Number
8. Business Cell Phone (if provided by Metra Commuter Rail Board)
9. Office Fax
10. Email Address
11. Office Physical Address
12. Office Mailing Address

Please email the information to bsimpson@smartprocure.com.

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Bethany Simpson

Data Acquisition Specialist

SmartProcure

Email: bsimpson@smartprocure.com

Direct Line: [954-420-9900](tel:954-420-9900) ext: 684