

Jacqueline B. Caldwell
Freedom of Information Officer
Office of the U.S. Trade Representative
1724 F St. N.W.
Washington, D.C. 20508

Via e-mail: Jacqui_Caldwell@ustr.eop.gov

10 March, 2010

Attention: FOIA Request

Dear Ms. Caldwell:

Under the Freedom of Information Act, this is a request for the following information:

The visitor sign-in sheets of the Office of the USTR for the period of February 22-March 10, 2010.

You may contact me directly at (202) 332 2670 or by electronic mail at malini.aisola@keionline.org to discuss this further.

I further request a **waiver of search and duplication fees**.

I work for Knowledge Ecology International (KEI), a 501(c)(3) tax exempt, nonprofit organization located in Washington, D.C.

KEI requests a waiver of all fees associated with this request under 5 U.S.C. § 552(a)(4)(iii) because this request is not for any commercial purpose, and the information sought will be widely circulated and will be used in a way that meaningfully contributes to the public understanding of government practices and policies, and in advancing the public interest.

Thank you for expediting this request.

Yours sincerely,

Malini Aisola

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