

EXHIBIT 4



May 3, 2019

Re: Freedom of Information Act Request

Pursuant to the Freedom of Information Act, Restore Public Trust requests access to and copies of calendars or calendar entries since and including April 5, 2019 for Norman Sharpless, also known as Ned Sharpless, including any calendars maintained on his behalf (e.g. by an administrative assistant).

For calendar entries created in Outlook or similar programs, the document should be produced in "memo" form to include all invitees, notes, and attachments. However, please do not limit your search to Outlook calendars; we request the production of any calendar, whether it be paper or electronic or on government-issued or personal devices, used to track or coordinate how this individual allocated his time on agency business.

If possible, I would prefer to receive this information electronically via e-mail at info@restorepublictrust.org. If you have questions or need additional information, please feel free to call me at 202-449-4367.

Fee Waiver Request

Restore Public Trust requests a waiver of fees because disclosure of the requested information is "in the public interest because it is likely to contribute significantly to public understanding" of government operations and is not "primarily in the commercial interest of the requester." The disclosure of the information sought under this request will document and reveal the operations of the federal government, including how public funds are spent and how officials conduct the public's business.

This request is primarily and fundamentally for non-commercial purposes. As a project of a 501(c)(3) organization, Restore Public Trust does not have a commercial purpose and the release of the information requested is not in Restore Public Trust financial interest. Restore Public Trust will use the information gathered, and its analysis of it, to educate the public through reports, press releases, or other media. Restore Public Trust will also make materials it gathers available on its public website.

Accordingly, Restore Public Trust qualifies for a fee waiver.

Conclusion

If my request is denied in whole or part, I ask that you justify all deletions by reference to specific exemptions of the act. Additionally, if any documents are withheld based on the Agency's interpretation of any exemption, Restore Public Trust requests that you provide an index of those documents as required under *Vaughn v. Rosen*, 484 F.2d 820 (D.C. Cir. 1973), cert. denied, 415 U.S. 977 (1974). Specifically, this Vaughn index should describe withheld documents with enough specificity to determine whether the material is exempt under the act and must describe each document or portion withheld.

Thank you for your assistance.

Sincerely,

Caroline Ciccone
Executive Director, Restore Public Trust