

March 23, 2018

Peter R. Butler  
El Dorado Locators  
225 Kensington Way  
San Francisco, CA 94127

RE: Public Records Request

Dear Mr. Butler:

Thank you for your recent Public Records Request. The Massachusetts Public Records Law (M.G.L. Chapter 66 & Chapter 4, Section 7(26)) provides that every person has a right to access public information. This right of access includes the right to inspect or be furnished a copy of any public record within ten (10) business days following the receipt of a request. A state agency is only required to provide records that are in existence and is not required to create a new record based on information in its custody to accommodate a specific request.

Your request, dated March 10, 2018, for “...a list of checks issued by Quinsigamond Community College since January 1, 2015 that are now over six months old and considered stale-dated / outstanding / uncashed and in the amount of \$1,500.00 or greater that have not been replaced with re-issued checks.” has been fulfilled.

Quinsigamond Community College has no records responsive to this request.

Sincerely,



Josh Martin  
Director of Institutional Communications