**[Your First & Last Name]**

**[Your Address]**

**[Your City, ST Zip]**

**August 22, 2022**

**[To Example Elections Administrator]**

**Mr. Tyler Webster** **Email: elections@co.wright.mn.us**   
**Elections Manager**  
**3650 Braddock Avenue, N. E.**  
**Suite 1400**  
**St. Michael, MN 55376**

Dear Mr. Tyler Webster:

Under the **Minnesota Data Practices Act § 13.01 et seq.**, I am requesting an opportunity to inspect or obtain copies of the **CVR reports** for following precincts for the **Nov 3rd, 2020 Election AND the August 2022 Primary,** if you do not have the CVR reports, please provide a copy of the USB thumb drive used in the elections**:**

**Precinct1**

If there are any fees for searching or copying these records, please inform me if the cost will exceed $\_10.00\_. However, I would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public’s understanding of elections. This information is not being sought for commercial purposes.

I would request a prompt response to this request. If you expect a significant delay in responding to or in fulfilling this request, please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request.

Sincerely,

**[Your Name]**  
**[Your email and/or Phone Number]**