

KENNETH SNYDER

Staff Sergeant, Kansas Air National Guard

**** N**** Street

Kansas City, Kansas *****_****

Home: (***) ***_****

Cell: (***) ***_****

KCKKenSnyder@gmail.com

CERTIFIED MAIL -- RETURN RECEIPT REQUESTED

Mr. Samuel W. DeLeon
Director of Human Resources
Kansas City Board of Public Utilities
540 Minnesota Avenue
Kansas City, Kansas 66101-2390

21 July 2010

Mr. DeLeon,

This is to formally request a **full and unedited** copy of my personnel file. This should include (but is not limited to) evidence of the “trend” that the reviewing officer (whose name I do not remember) “saw” and “did not like” during the meeting you were party to on 8 July 2010 as well as the “violations of the Collective Bargaining Agreement and rules of the Employee Handbook” alluded to in your letter, dated 13 July 2010.

For the protection of all parties concerned, there should be an inventory included listing the pages of the file and a statement to the fact that this is a full and unedited copy of my personnel file.

Your prompt attention to this matter is expected.

Regards,

SSgt Kenneth Snyder

CC: e-file
LS folio