

Date: \_\_\_\_\_

Ms. Traci Horwedel  
Director of Personnel  
New York State Thruway Authority  
200 Southern Boulevard  
P.O. Box 189  
Albany, NY 12201-0189

Dear Ms. Horwedel:

Pursuant to Article 13.K.I of the March 19, 2009 Unit I Collective Negotiations Agreement, I request a list of relevant material in my Personal History Folder and a copy of all items contained in that list for my review and possible comment.

Very truly yours,

Employee ID#: \_\_\_\_\_