

Dear _____:

In order to complete its task within the time remaining, the Board will henceforth be considering a significantly greater number of postponed records than has been the case during the past year. At its meeting in early June, the Board completed action on nearly all of the postponed FBI records for which it had received evidence. Our recent submission of evidence request forms represents, in comparison to past submissions, an increase in the number of records for which evidence is requested and a reduction in turn-around time. We understand the increased burden that this request places on you and wanted to let you know that future requests will contain even larger increases.