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**Re: [EXT] SmartProcure FOIA Request to Zion-Benton Township High School District No. 126 For PO/Vendor Information**

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**From** Sheri Reid <sreid@smartprocure.com>  
**Date** Wed 4/16/2025 10:59 AM  
**To** James Woell <james.woell@zb126.org>  
**Cc** Sacramento Sosbe <sacramento.sosbe@zb126.org>; Jesse Rodriguez <jesse.rodriguez@zb126.org>

Dear James Woell,

Thank you for your response.

This email serves as confirmation that we have received records from Zion-Benton Township High School District No. 126. We greatly appreciate your efforts to address our request. Should we have further questions regarding the file(s) provided, we will be in contact with you soon.

Again, thank you for your assistance.

Best Regards,

Sheri Reid

On Tue, Apr 15, 2025 at 2:58 PM James Woell <[james.woell@zb126.org](mailto:james.woell@zb126.org)> wrote:  
Sheri,

In response to your FOIA request dated Tuesday, April 15, 2025 at 12:26 pm, please see attached the district's response to your request. Jim

Jim Woell, Ed.D  
CFO/CSBO Zion Benton THSD 126  
3901 W 21st Street  
Zion, Illinois 60099  
(847) 731-9757

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**From:** Sheri Reid <[sreid@smartprocure.com](mailto:sreid@smartprocure.com)>  
**Sent:** Tuesday, April 15, 2025 12:26 PM  
**To:** Matthew Wilkinson <[matthew.wilkinson@zb126.org](mailto:matthew.wilkinson@zb126.org)>  
**Subject:** [EXT] SmartProcure FOIA Request to Zion-Benton Township High School District No. 126 For PO/Vendor Information

You don't often get email from [sreid@smartprocure.com](mailto:sreid@smartprocure.com). [Learn why this is important](#)

Dear Matthew Wilkinson,

Thank you for reviewing our request.

Please confirm receipt of this request. The attached documents are past reports from your agency, and can be used as references for this request.

SmartProcure is submitting a commercial FOIA request to the Zion-Benton Township High School District No. 126 for general purchasing records from 11/19/2024 to the current request date of 4/15/2025. Request details are as follows:

- Our request is limited to readily available, fully electronic documents.
  - For the purpose of this request, "fully electronic" refers to dynamic PDF, Excel (csv, xlsx.), TXT or RTF files containing active text.
  - Files containing active text should allow the user to use their mouse/trackpad to highlight, select, copy and paste the text from the file.
- Responsive reports include those containing the following details per purchase:
  - 1 Unique Identifier (i.e. PO #, Invoice #, Check #, Encumbrance #, etc.)
  - Purchase Date
  - Line item details
  - Line item quantity
  - Line item price
  - Vendor ID number, name, address, contact person and their email address

The unique upload link below has been added as a security measure for current and future requests. Please feel free to upload responsive documents here, or attach them to your response email:

<https://upload.smartprocure.com/?id=c2RqPWEyYIZQMDAwMDAwVEI3MVIbRyZzdD1JTCZvcmc9WmlvbkJlbnRvblRvd25zaGlwSGlnaFNjaG9vbERpc3RyaWN0Tm8xMjYmb2lkPTc0MDU5>

For any questions or concerns, please feel free to contact me via email or at the phone number in my signature below.

As always, thank you for your time and consideration.

Regards,

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Data Acquisition Specialist  
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