

BOONE  KARLBERG P.C.  
ATTORNEYS AT LAW

November 8, 2011

Lehigh University  
Office of the General Counsel  
27 Memorial Drive West  
Bethlehem, PA 18015-3092

Re: *Michael E. Spreadbury v. Bitterroot Public Library, et al.*

Dear General Counsel:

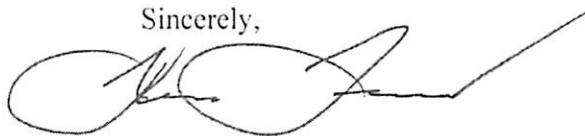
This office represents Defendants Bitterroot Public Library, City of Hamilton, Dr. Robert Brophy, Trista Smith, Nansu Roddy, Jerry Steele, Steve Snavely, Steven Bruner-Murphy, Ryan Oster, Kenneth S. Bell and Jennifer Lint in the above-referenced lawsuit filed by Michael E. Spreadbury. It is necessary for us to obtain records relating to Michael E. Spreadbury. Enclosed is a Subpoena Duces Tecum that has been issued pursuant to the Federal Rules of Civil Procedure. As stated in the Subpoena, you are required to produce the following:

Any and all documents or tangible things, including but not limited to your entire file relating to Michael E. Spreadbury. Mr. Spreadbury's date of birth is [REDACTED] his social security number ends with [REDACTED]. This request includes any and all documents related to Mr. Spreadbury's relationship with Lehigh University at any time, including but not limited to transcripts, degrees, applications and application materials, disciplinary records, etc.

Please complete and sign the enclosed Acknowledgment, and mail it to me along with the requested documents by **November 25, 2011**. Our office will pay copying and reasonable administrative costs associated with providing the documents.

Thank you for your cooperation. Please do not hesitate to call if you have any questions.

Sincerely,



Thomas J. Leonard

TJL:seh  
Encs.  
c: Michael E. Spreadbury (w/encs.)

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