

Robert MacLean  
request-771-014fbdbf@whatdotheyknow.com

11<sup>th</sup> September 2008

Our ref: R00058

Dear Mr. MacLean,

**Freedom of Information request – Common Purpose training courses.**

In my response letter to you dated 27<sup>th</sup> August I said that we were checking in our archives to see if we still held the invoice for the Common Purpose course attended in 2001.

This is to let you know that we have completed our check and that the invoice is no longer held.

**Conclusion**

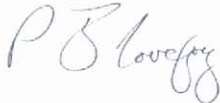
If you are not satisfied with the way we have handled your request, or if you are unhappy with our response, you can appeal using our Complaints Procedure as follows:

A request for a review should be addressed to myself, Paul Lovejoy, and sent via the dedicated FOI email address: [FOI@seeda.co.uk](mailto:FOI@seeda.co.uk) or by post to SEEDA, Cross Lanes, Guildford, GU1 1YA. A member of senior management will conduct the review and you will be notified of the outcome within 20 working days.

If you are still dissatisfied after pursuing our Complaints Procedure, then under Section 50 of the Act, you are entitled to appeal to the Information Commissioner (Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, telephone: 01625 545700, fax: 01625 524510).

Please contact me if you have any other queries.

Yours sincerely



**Paul Lovejoy**  
**Executive Director, Strategy and Communications**

Direct Dial: +44(0)1483 484236

e-mail: [paullovejoy@seeda.co.uk](mailto:paullovejoy@seeda.co.uk)



South East England Development Agency (SEEDA)  
SEEDA Headquarters Cross Lanes Guildford GU1 1YA England  
**Tel** +44 (0)1483 484 200 **Fax** +44 (0)1483 484 247 **email** [info@seeda.co.uk](mailto:info@seeda.co.uk) **web** [www.seeda.co.uk](http://www.seeda.co.uk)