

INDEPENDENT SCHOOL DISTRICT NO. 761
PUBLIC DATA REQUEST FORM

TO BE COMPLETED BY THE REQUESTOR

requestor name (not required):	phone number:*
address:*	email address:*
date of request:	
description of the information requested: (attach additional page if necessary)	
manner in which responsive data is to be provided: inspection only copies only** both inspection and copies _____ **	
**Inspection is free, but there is a charge for copies. Payment must be received before copies will be provided.	

FOR OFFICE USE ONLY

date request received:	request received by:
date of response:	response provided by:

* Requestor's name is optional. However, contact information is necessary to mail/email the data. Also, contact information is needed if the school district does not understand the request. We will not work on such a request until clarified.