



## Consent to Release Data – Request from an Individual

*An individual asks the government entity to release his/her private data to an outside entity or person. Because the entity does not have statutory authority to release the data, it must get the individual's written informed consent.*

### Explanation of Your Rights

If you have a question about anything on this form, or would like more explanation, please talk to \_\_\_\_\_ before you sign it. [*entity contact person name and contact information*]

---

I, \_\_\_\_\_, give my permission for \_\_\_\_\_ [*name of individual data subject*] [*name of government entity*]

to release data about me to \_\_\_\_\_ as described on this form.

[*name of other entity or person*]

1. The specific data I want \_\_\_\_\_ to release \_\_\_\_\_.  
[*name of government entity*] [*explanation of data*]

2. I understand that I have asked \_\_\_\_\_ to release the data.  
[*name of government entity*]

3. I understand that although the data are classified as private at \_\_\_\_\_, the  
[*name of government entity*]  
classification/treatment of the data at \_\_\_\_\_ depends on laws or  
[*name of other entity or person*]  
policies that apply to \_\_\_\_\_.  
[*name of other entity or person*]

This authorization to release expires \_\_\_\_\_.  
[*date/time of expiration*]

Individual data subject's signature \_\_\_\_\_

Date \_\_\_\_\_

Parent/guardian's signature [*if needed*] \_\_\_\_\_

Date \_\_\_\_\_

406a Form