SERVICE RECORD REQUEST

EMPLOYEE NAME	
LAST FOUR SSN	
DATE OF BIRTH (DOB)	
DATES OF EMPLOYMENT	
CAMPUS/DISTRICT	
MAILING ADDRESS	
EMAIL	

Santa Maria Independent School District
Office of Human Resources
Attn: Elizabeth A. Stenhouse, Human Resource Specialist
11119 Military Road/PO Box 448
Santa Maria, Texas 78592
956-565-6308 Office
956-565-0598 Fax
HR@SMISD.NET

NAME OF RECEIVING DISTRICT	
TO THE ATTENTION OF	
ADDRESS OF RECEIVING DISTRICT	
EMAIL OF RECEIVING DISTRICT	

REVISED 07/2019