

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER

Name of Agency

Address

I hereby apply to inspect the following record(s)

For the following purpose(s)

Print Name Signature Date

Representing Mailing Address

For Agency Use Only

Approved Inspection Approved for Copies Pages at \$ per page

Total Received \$

Denied (for the reason(s) checked below)

- Confidential Disclosure
Unwarranted Invasion of Personal Privacy
Record of which this agency is legal custodian cannot be found
Record is not maintained by this agency
Exempted by statute other than the Freedom of Information Act
Other (Specify)
Part of Investigatory Files

Signature, Records Access Officer Date

NOTICE: You have a right to appeal a denial of this application to the Superintendent of Schools, who must fully explain his/her reasons for such denial in writing within ten business days of receipt of an appeal.

Name Business Address

I hereby appeal:

Signature Date