

INDEPENDENT SCHOOL DISTRICT NO. 624
PUBLIC DATA REQUEST FORM

To Be Completed By The Requestor

Requestor Name:

Date of Request:

Address:*

Email Address:*

Phone Number:*

**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.*

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:

Updated December 9, 2024