PRIOR LAKE-SAVAGE
AREA SCHOOLS

To look at data or request copies of data that Prior Lake-Savage Area Schools keeps, please fill out this form.

Date (mm/dd/yyyy): _____

I am requesting access to data in the following way:

(Note: inspection is free but reimbursable copy and/or staff time costs may apply to other requests.)

- ☐ Inspection
- ☐ Copies
- ☐ Both inspection and copies

These are the data I am requesting:

Describe the data you are requesting as specifically as possible.

_____

_____

_____

_____

_____

Contact Information

Name _____

Address _____

Phone _____

Email _____

You do not have to provide any of the above contact information. However, if you want us to mail/email you copies of data, we will need some type of contact information. In addition, if we do not understand your request and need to get clarification from you, without contact information we will not be able to begin processing your request until you contact us. We will respond to your request as soon as reasonably possible (usually within 30 days). Please send a confirmation email to: ezimmerman@plsas.org