ALMIRA SCHOOL DISTRICT NO. 17
REQUEST TO GAIN ACCESS TO PUBLIC RECORDS

Nature of Request: [ ] Inspection or Review  [ ] Obtain Copies

Name of Requestor: ____________________________________  Date ___________________

Address: _______________________________________________  Date ___________________

Representing (if applicable) ______________________________________________________

Address: _____________________________________________  Phone: __________________

Nature of Request: Please be specific about the records you wish to see. If you do not know the
name of the records, make your request in the form of a question. To comply with RCW
42.56.070 (9) (noncommercial use), please sign the certification below:

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Status: [ ] parent/legal guardian or custodian
       [ ] Student whose records are requested
       [ ] Other (specify) ________________________________________________________________

Reason for request: ________________________________________________________________

Signature of Requestor: I certify that the information obtained as a result of this request for
public records will not be used in whole or part to compile a list for commercial purposes.

Signature: ________________________________________________________________

DISPOSITION OF REQUEST

Granted [ ]  (Individual may request a review of decision.)

Denied [ ]

Specific reason denied (Include RCW/WAC number)
____________________________________________________________________________________
____________________________________________________________________________________

Signature: _____________________________________________  Date: _________________________

List of material to be copied: __________________________________________________________
____________________________________________________________________________________

Copying Charges: _________________________  Furnished by: ___________________________________