

# KDB1—Freedom of Information Request

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

(street)

(city)

(state)

(zip)

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

E-mail address: \_\_\_\_\_

Nature of request:

- Opportunity to review records (no original record may leave the custodian's office)
- Copies of records.

Notice: A fee will be charged for copying based upon actual cost for providing the information.

Records requested (please be as explicit as possible as to the records you desire):

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(Date) \_\_\_\_\_ (Signature) \_\_\_\_\_

**White Pine Charter School Policy Manual**

Adopted: 16 January 2013

Revised: \_\_\_\_\_

**KDB1**