

**Eden Valley-Watkins School District #0463  
PUBLIC DATA REQUEST FORM**

**TO BE COMPLETED BY THE REQUESTOR**

<b>REQUESTOR NAME:</b>	<b>PHONE NUMBER:</b>
<b>ADDRESS:</b>	<b>EMAIL ADDRESS:</b>
<b>DATE OF REQUEST:</b>	
<b>DESCRIPTION OF THE INFORMATION REQUESTED:</b> (attach additional page if necessary)	
<b>MANNER IN WHICH RESPONSIVE DATA IS TO BE PROVIDED:</b>	
<b>INSPECTION/ELECTRONIC ONLY</b> _____ <b>COPIES ONLY**</b> _____ <b>BOTH INSPECTION AND COPIES</b> _____**	
**Inspection is free, but there is a charge for compilation of data and copies. Payment must be received before copies will be provided.	

**FOR OFFICE USE ONLY**

<b>DATE REQUEST RECEIVED:</b>	<b>REQUEST RECEIVED BY:</b>
<b>DATE OF RESPONSE:</b>	<b>RESPONSE PROVIDED BY:</b>

\*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.