

CANEY VALLEY BOARD OF EDUCATION		GBA-E
<i>Adoption Date: January 14, 2019</i>	<i>Revision Date(s):</i>	<i>Page 1 of 1</i>

**PUBLIC RECORD ACCESS REQUEST
OKLAHOMA OPEN RECORDS ACT**

To: Caney Valley Public School District
Ramona, Oklahoma

1. Pursuant to the Oklahoma Open Records Act, the undersigned hereby requests access to the following school district records:

(Describe records as specifically as possible; attach additional sheets if necessary.)

2. The undersigned requests access to the foregoing records for the following purpose:

3. If copies of the documents are requested, the undersigned agrees to pay _____ per page for copies. If a search is necessary to furnish the documents and if this request is solely for commercial purposes or causes excessive disruption of essential school functions, the undersigned agrees to pay a search fee of \$ _____ per hour.

4. The undersigned is acting as representative or agent for _____.

(Name)

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(Address)

(Telephone Number)

(Date)

Received by Caney Valley School District
on _____, _____

Record Request No. _____.