

Tamalpais Union High School District

E 1340

Request For District Records

Requests by members of the public for access to District records are governed by Policy and Regulation 1340 which list those records to which the public shall have access and those records which are confidential and to which the public therefore does not have access.

Copies are furnished to the public at a cost of 7 cents per page, for requests of 15 or more pages.

The District will make every effort to comply with appropriate requests for records within 10 working days.

Name of person requesting District record(s)

Address _____

Phone (work) _____ (home) _____

Records requested

Reason(s) for request

Signature: _____ Date: _____

Number of Pages: _____ Charge: _____

Request Approved: _____ Date: _____

TAMALPAIS UNION HIGH SCHOOL DISTRICT

Larkspur, California