

Public Record Access Request Oklahoma Open Records Act

To: I-5 Independent Schools of Tulsa County, Jenks Public Schools

1. The undersigned is acting as a representative or agent for: _____

2. Type of organization Profit Nonprofit Not applicable

3. Pursuant to the Oklahoma Open Records Act, the undersigned hereby requests access to the following School District records (please be as specific as possible):

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

5. I would like to: Review only Copies requested Copies emailed

6. If copies of the documents are requested, the undersigned agrees to pay \$0.25 per page for copies. If a search is necessary to furnish the documents, the undersigned agrees to pay a search fee of \$100 per hour for search in 1/4 hour increments. The undersigned also agrees to pay \$25 per hour for time spent reviewing and, if necessary, reacting records prior to production. Other charges outlined in JPS Board Policy 1.30 may also apply.

Name: _____ Phone: _____

Address: _____ City: _____

State: _____ Zip: _____ Email: _____

* E-mail availability dependent on type of documents requested.

Signature: _____ Date: _____