

Woodall Public School

**PUBLIC RECORD ACCESS REQUEST**

**Oklahoma Open Records Act**

Please fill out the following form, save, and email to Cortney Hunt, at [chunt@woodall.k12.ok.us](mailto:chunt@woodall.k12.ok.us)

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 2. Reason for Request:

\_\_\_\_\_  
\_\_\_\_\_

- 3. If copies of the documents are requested, the undersigned agrees to pay, in advance, \$0.25 per page for 8 1/2 x 11 copies; \$0.25 per page for 8 1/2 x 14 copies; \$0.50 per page for computer printouts; dubs or audio tapes at \$6 each; dubs of video tapes at \$15 each; material on disk at \$10 each. If a search is necessary to furnish the documents and if this request is solely for commercial purposes, the undersigned agrees to pay a search fee of \$25.00 per hour (all calculated on quarter-hour increments) according to Board of Education Policy #GBA

- 4. The undersigned is acting as representative or agent for:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

(Name)

\_\_\_\_\_

(Address)

\_\_\_\_\_

(Phone Number)

\_\_\_\_\_

(Date)

Received by Woodall Public Schools

\_\_\_\_\_

(Name)

\_\_\_\_\_

(Date)