

Emery County School District



Policy: EGE-E—GRAMA Request Form

Date Adopted: 12 August 1992
Current Review / Revision: 7 January 2009

Description of Records Sought: _____
(Please be as specific as possible)

- ☐ I would like to inspect (view) the records.
- ☐ I would like to receive a copy of the records. I understand that I may be responsible for copying or research charges as permitted by Utah Code 63-2-203. I also understand that I may be responsible for charges if my request requires any compiling, formatting, manipulating, summarizing or tailoring of records.

If you are requesting a waiver of charges related to your request, please explain why you should receive a waiver:

- ☐ Releasing the record primarily benefits the public rather than a person. Please explain:
- ☐ I am the subject of the record. (Photo ID Required)
- ☐ I am the authorized representative of the subject of the record. (Attach documentation)
- ☐ My legal rights are directly affected by the record, and I am impoverished. (Attach documentation)

If the requested records are not public, please explain why you believe you are entitled to access:

- ☐ I am the subject of the record. (Photo ID Required)
- ☐ I am the person who provided the information. (Photo ID Required)
- ☐ I am authorized to have access by the subject of record or by the person who submitted the information. (Please attach documentation required by Utah Code 63-2-202)
- ☐ Other. Please explain: _____

- ☐ I am requesting an expedited response. (Attach information demonstrating your claim to an expedited response)

Requester's Name: _____

Mailing Address: _____

Telephone Number: _____ Date: _____

Signature: _____