

**REQUEST FOR PUBLIC RECORDS
(Per ORC 149.43)**

District Information

Name of District: Bright Local School District

Name of Records Access Officer: Jeff Rowley, Treasurer

Street Address: PO Box 299, 44 N. High St, Mowrystown, OH 45155

Email: jeff.rowley@blsd.us

Phone: (937) 442-3114 x11503

Requestor Information

Request Date: _____

Name: _____

Company/Group/Agency: _____

Street Address: _____

Email: _____

Phone Number: _____ **Fax Number:** _____

Information Requested:

Describe in detail the information you are requesting. Be as specific as possible (attach additional page or corresponding email if applicable):

No. Copies Requested: _____

Format Preferred (paper (copy chg \$.06/page), Excel, CSV, PDF): _____

Requestor Signature (or attach e-mail): _____ **Date:** _____

For Office use only:

Date Receive:	Request Assigned/Delivered to: _____
	Response Date: _____
	Response sent via: Mail Email