

# School Administrative Unit #101

76 Taylor Way, Sanbornville, NH 03872

Ph: 603.871.8502

## REQUEST FOR INFORMATION UNDER THE RIGHT TO KNOW LAW

Date:

I, \_\_\_\_\_ request the following information from the School Administrative Unit 101 under RSA 91-A: 4,1V, "Right to Know" Access to Public Records law:

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I understand that under RSA 91-A:4,IV, the school district has five business days to furnish the requested information, or provide in writing why the request was denied, or provide in writing when the request will be available. I understand that if the information requested is not in a ready-made format/file/document(s), the district has no obligation to create the format/file/document(s).

THIS FORM MUST BE SUBMITTED TO THE SCHOOL DISTRICT OFFICE

Signature: \_\_\_\_\_

Printed Name:

Street Address:

City/Town, Stat Zip:

Email:

Telephone Number:

### OFFICE USE ONLY

Date Received:

Date Completed:

Completed By:

Fee Paid:

Attached: Copy of record[s] provided.

*File: Wakefield SAU 101 Office, "Right To Know Requests"*