

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
255 Westminster Street, Providence RI 02903
Telephone: 401-222-4600
Facsimile: 401-222-6178

**REQUEST FOR INSPECTION AND/OR COPY PUBLIC RECORDS
PURSUANT TO CHAPTER 38-2 ENTITLED
ACCESS TO PUBLIC RECORDS**

Title 38, Chapter 2, of the Rhode Island General Laws entitled "Access to Public Records" (APRA) governs the public's access to public records. There are exceptions provided within the provisions of APRA. You are not required to provide identification or the reason for seeking the information; however, in order to facilitate the expeditious response to your request, you are asked to complete this request form. In the event your request is denied in full or in part, you may petition the Department of Education's Chief Administrative Officer for a review of the determination.

REQUEST TYPE: Inspect Documents/Records Obtain Copies of Documents/Records
(call for hours of inspection) (cost per copy provided per RIGL 38-2-4)

REQUESTOR INFORMATION: NAME:

ADDRESS:

TELEPHONE: FAX:

EMAIL ADDRESS:

REQUESTED RECORDS:

REQUESTED FORMAT: Paper Fax E-mail*

*If available

Please download this form, complete it, and submit the completed form to elliott.krieger@ride.ri.gov or to Elliot Krieger, Office of the Commissioner, R.I. Department of Education, 255 Westminster St., Providence, R.I. 02903-3400.

DATE: _____

SIGNATURE OF REQUESTOR (not required)

PRINTED NAME