



PICKAWAY COUNTY EDUCATIONAL SERVICE CENTER

2050 STONERIDGE DRIVE

CIRCLEVILLE OH 43113

740-474-7529

REQUEST FOR PUBLIC RECORD

PLEASE COMPLETE THIS FORM AND SUBMIT TO SUPERINTENDENT OR TREASURER

Request Date REQUESTOR Name- First and Last

Record Type requested

Medium/ Source requested

Purpose of the Record Request (not required)

Additional information helpful

Requestor Signature

Phone

Date

US Mail Address

Email Address

Provider/ Supt or Treasurer / District Office Rep

Provided BY

Date

Record type, description provided

Medium the Record was provided in:

Where was the record sent: email, US mail, in person pick up at office, etc.

Date