



Valley Academy for Career and Technology Education

Public Records Request

In accordance with A.R.S. § 39-121 and A.R.S. § 39-121.01, all documents housed in the Valley Academy for Career and Technology Education are public records, and are to be made available for public inspection upon request. However, various confidentiality laws and privileges may apply to certain records or parts of records. Public records not protected from disclosure will be made available.

First Name	Last Name	Agency/Organization

Mailing Address	City	State	ZIP Code

Phone Number	Fax Number	Email Address

Please specifically identify, in detail, the record being requested. If you know the following information, please include it in your request: title, date of publication, and department. A separate form must be completed for each requested record.

The requested records will be used for (check one): NON-commercial purposes COMMERCIAL purposes

If you are submitting a request for a commercial purpose, you must disclose this pursuant to A.R.S. § 39-121.03. Please note that a commercial usage fee may apply. For the purposes of this section, "commercial purpose" means the use of a public record for the purpose of sale or resale or for the purpose of producing a document containing all or part of the copy, printout or photograph for sale or the obtaining of names and addresses from public records for the purpose of solicitation or the sale of names and addresses to another for the purpose of solicitation or for any purpose in which the purchaser can reasonably anticipate the receipt of monetary gain from the direct or indirect use of the public record.

Requested Date: _____ Completed Date: _____

Requested Records Received by:

Printed Name and Title

Signature