

Falcon View Connections Academy

724 Bielenberg Drive, Suite 108 Woodbury, MN 55125 Phone: 651-412-5890 Anne Wasmund, Principal anwasmund@fvca.connectionsacademy.org

Public Records Request Form

Complete and submit this form by email to the address shown above to request public records from Falcon View Connections Academy. If you require an alternative method to requesting public records, please contact the school. After receiving your request, we will contact you within the legally mandated time frame or no more than five (5) days after receiving the request, to confirm receipt of your request, advise you whether the records are available for public inspection and, if so, when, and let you know as permitted by law if the School will be charging and how much the requested records will cost if you desire that copies be made. All payment must be submitted by mail using a check payable to "Falcon View Connections Academy." Please write "Records Request" in the Notes line of your check.

Last Name Street Address								
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Street Address			City			State	ZIP Code	
Home Phone	Work Phone	Mobile Phone		Email Address				
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Records may be may are requesting along date of the meeting. promptly available upsuch delivery is requended.	with a description Call the school to son payment of fees ested.	n of each. If you a obtain a complet covering direct	are request e list of me costs of du	ing a record of neting dates. Cop	neeting minu pies of recor estage or oth	utes, plea ds shall	ase indicate the be made	
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or Office Use Only (Attac	ch a copy of the check t	o this form.)						
or Office Use Only (Attaction of the Request Received Date		o this form.) Date Payment Received	Date Recor	ds Mailed Rev	riewer's Name			