

PENNSYLVANIA CYBER CHARTER SCHOOL

RIGHT-TO-KNOW REQUEST FORM

Please submit this Request Form to the Pennsylvania Cyber Charter School Open Records Officer indicated as follows:

Brenda K. Smith
Pennsylvania Cyber Charter School
1200 Midland Avenue
Midland, PA 15059
(724) 643-2791 (Fax)
brenda.smith@pacyber.org

DATE REQUESTED: _____

REQUEST SUBMITTED BY (Please Circle One): E-MAIL U.S. MAIL FAX IN-PERSON

NAME OF REQUESTER: _____

STREET ADDRESS: _____

CITY/STATE/COUNTY (Required): _____

TELEPHONE (Optional): _____

RECORDS REQUESTED:

**Provide as much specific detail as possible so PA Cyber can identify the information.*

DO YOU WANT COPIES? (A per page copying fee, plus postage, may apply): YES or NO

DO YOU WANT TO INSPECT THE RECORDS?: YES or NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? (A per record certification fee, plus notarization fees and/or postage, if applicable, may apply): YES or NO

FOR INTERNAL USE:

DATE RECEIVED BY PA CYBER: _____

PA CYBER FIVE (5)-DAY RESPONSE DUE: _____