Preston Public Schools
FOIA Request Form

Name	
Street	
Town	
State/Zip Code	
Phone Number	
Email Address	

Description of Records Requested
**Identify the records as clearly and specifically as possible. Please provide sufficient information which would be helpful in identifying and locating the requested records, such as document title, etc.

☐ I agree to pay fees, if necessary, to process my FOIA request. If the costs associated with the request exceed $25 a representative from Preston Public Schools will contact me first.