

Medina Valley Independent School District
Castroville, Texas

REQUEST FOR PUBLIC RECORDS

In accordance with the Texas Public Information Act, I request that the following records of the District be made available to me as copies or for my inspection. I agree to pay the duplication costs if the cost does not exceed \$40. I understand that if the cost will exceed \$40, I will receive an estimate of charges and will have the opportunity to modify or withdraw my request before any copies are made.

Please complete the following and check the appropriate box below:

Public Records Requested:

Select: inspection only **OR** printed copy electronic copy

Name & phone number of Person Requesting Information:
Complete Mailing Address:
Email Address (if requesting electronic copy):

This completed form may be presented to the MVISD Public Information Office (see address below) or emailed to pio@mvisd.org.

The form may also be submitted via mail or facsimile to:

MVISD Public Information Office
8449 FM 471 South
Castroville, TX 78009

Facsimile: 830-931-4050