

NOTICE FOR RECORDS INSPECTION AND/OR COPYING

Date: _____

To: [Requester]_____

[Address]_____

[Address]_____

This will confirm the District's receipt on [date of receipt] of your request dated _____ to inspect and/or copy the record(s) described in that request.

The following record(s) responsive to your request are posted and may be reviewed on and downloaded from the District's website at www.gswhs73.org_____

The following additional record(s) responsive to your request may be inspected and/or copied during business hours at _____.

Please contact me to schedule your visit to inspect and/or copy the records, or if you have any questions.

Keeley Christensen
Freedom of Information Officer
c/o Central Administrative Office
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815-237-2176
kchristensen@gswh73.org