

**RHODE ISLAND LEAGUE OF CHARTER SCHOOLS  
2015 PUBLIC RECORDS REQUEST GUIDELINES**

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Rhode Island charter schools are subject to the Access to Public Records Request Act, R.I.G.L. § 38-2-1 *et seq.* Accordingly, the Rhode Island League of Charter School has drafted the following “Public Records Request Form” to provide guidance to Rhode Island’s charter schools.

**PUBLIC RECORDS REQUEST FORM**

**Date:** \_\_\_\_\_

**Name:** (optional) \_\_\_\_\_

**Address:** (optional) \_\_\_\_\_  
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\_\_\_\_\_

**Email & Telephone:** (optional) \_\_\_\_\_  
\_\_\_\_\_

**Preferred Delivery Method:** (Email, Fax, Mail) \_\_\_\_\_

**Delivery Information:** \_\_\_\_\_  
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**Requested Records:** \_\_\_\_\_  
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Please see the VGV APRA request policy for full contact info.