

GRRL Data Request Form – Data Subjects

Date of request: _____

Contact Information

Data subject name _____

Parent/Guardian name (if applicable) _____

Address _____

Phone number _____ Email address _____

I am requesting access to data from GRRL in the following way:

☐ Inspection

☐ Copies

☐ Both inspection and copies

Note: Inspection is free, but you may be charged for actual costs. See the *Copy Costs – Data Subjects* section of the Data Practices Policy for Data Subjects. GRRL will respond to your request within 10 business days.

These are the data I am requesting:

Describe the data you are requesting as specifically as possible. If you need more space, please use the back of this form.

To request data as a Data Subject, you must show proof of identity. Please see the *Standards for Verifying Identity* section of this policy.

Staff Verification

Identification provided _____

Staff Name _____

Verification Date _____

