## Public Records Request Form



Please refer to Administrative Regulation KBA-AR for more detailed information about the college's public records request process.

Complete and submit this form to the college in any of the following ways:

- a. Via email to recordrequest@clackamas.edu
- b. Via mail or delivery to: Executive Offices Roger Rook Hall, Room 131 Clackamas Community College 19600 Molalla Ave Oregon City OR 97045

Name of Individual Requesting Records	Date
Name of Company Requesting Records (if applicable)	
Street Address	City
State	Zip
E-mail Address	Telephone

What public record(s) are you requesting? (Please be specific about the type of material/document, date range, person(s) involved, etc.)