



REQUEST FOR PUBLIC RECORDS

Person Requesting:

Representing:

Street/Mailing Address:

City, State, ZIP:

Telephone:

Email Address:

Material Requested (Please be as clear and concise as possible.):

Review Requested: Personally Inspect Copy of Material

Material provided via: Electronic Mail Postal Service Mail

Additional Instructions:

Requestor's Signature: **Date:**

Mail To:
Public Affairs
Mississippi Institutions of Higher Learning
3825 Ridgewood Road
Jackson, MS 39211

Note: Actual costs of gathering and reproducing requested materials will be the responsibility of the requesting agent.