



Business Services Department
Verification of Public Records

The Alachua County Public School district is seeking verification that your organization's books are open for public inspection as required by Florida Statute 119: "If public funds are expended by an agency in payment of dues or membership contributions for any person, corporation, foundation, trust, association, group, or other organization, all the financial, business, and membership records of that person, corporation, foundation, trust, association, group, or other organization which pertain to the public agency are public records and subject to the provisions of s. [119.07](#)." Please fill in the information below and return to the address or fax number listed at the bottom of the page.

Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Federal Tax ID number: _____

Is this membership in the above organization an individual membership or a district membership? _____

Are the books of the organization open for public inspection pursuant to Florida Statute Chapter 119.03? Yes No

Name of person completing form

Date

Please return form to:
Alachua County Public Schools
Attn: Helen Smelley – Finance Dept.
smellehm@gm.sbac.edu