



Mount Mahogany Elementary
 618 North 1300 West Pleasant Grove, UT 84062
 Phone (801) 610-8113 Fax (801) 785-8798

Records Request

To: _____
 (name of school/medical facility that has records being requested)

Phone _____ Fax _____

The following child/children have enrolled at Mount Mahogany Elementary:

Name	Current Grade	Birthdate

Please furnish Mount Mahogany with all records listed below:

Cumulative Records		Birth Cert/Immunizations		Psychological Testing	
Special Ed Files		Hearing/ Speech			

Authorization is given by _____
 (**PRINT** name of parent/guardian/school official)

Signature of parent/guardian/school official: _____

Records Request sent by		Date	
Records received by		Date	