

Human Services of Faribault & Martin Counties

HSB-21A
10/2023

INFORMATION DISCLOSURE REQUEST – **DATA SUBJECT** Minnesota Data Practices Act

Date of Request	
Requesting party's information	
Full Name	
Date of Birth	
Phone Number	
Address (if information is to be mailed)	

The specific records I am requesting are (include date range, specific documents, etc.):

- ☐ I am requesting my own records
☐ I am requesting records about someone else (complete page 2)

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

☐ I would like to review my records in office at Human Services after they are prepared

☐ I would like to pick up my records at Human Services after they are prepared. A representative from Human Services will contact you when records are ready.

☐ I would like my records to be mailed to the above address after they are prepared.

☐ I would like my records to be emailed via secure email.
Preferred email address:

I have read and reviewed this form and verify under penalty of perjury that the information provided is accurate and truthful. I may be required to pay for copies depending upon my request.

Signature _____ Date: _____

I am asking for access to information on the following minor child(ren)/individuals at Human Services of Faribault & Martin Counties.

You are required to provide proof of your relationship to the person you are requesting records for. Refer to "How Do I Ask for Information" to determine the necessary proofs to submit with this request.

CHILD(REN)

Full Name	
Date of Birth	
Parent(s)/Guardian	
Address	
Relationship to You	

Full Name	
Date of Birth	
Parent(s)/Guardian	
Address	
Relationship to You	

Full Name	
Date of Birth	
Parent(s)/Guardian	
Address	
Relationship to You	

Full Name	
Date of Birth	
Parent(s)/Guardian	
Address	
Relationship to You	

Full Name	
Date of Birth	
Parent(s)/Guardian	
Address	
Relationship to You	

<u>Legal Mother</u>	<u>Legal Father</u>	<u>Guardian</u>
☐ I gave birth to the children	☐ I am married to my children's legal mother	☐ I am the individual's guardian appointed by the court
☐ I have legal custody of the children established by a court order	☐ I was married to my children's legal mother at the time of the children's birth	
☐ I have physical custody of the children established by a court order	☐ I have physical custody established by a court order	
	☐ I have legal custody established by a court order	