**RELEASE OF RECORDS**

I authorize an administrator of the       to release all contents of my personnel file and any investigative, disciplinary and termination files to:

**WASHOE COUNTY SCHOOL DISTRICT**

**HUMAN RESOURCES DIVISION**

The contents of my personnel file include but are not limited to employment application and supporting documents, contracts, pay and leave records, performance evaluations, disciplinary actions, correspondence, agreements, credentials, transcripts, and information properly relating thereto. The contents of any investigative and disciplinary files include: complaints, interviews, transcripts, reports and disciplinary actions.

I release the      , its employees, representatives and agents from any and all liability claims or damages for releasing the contents of my personnel file to the above-named person, or for damages that may directly or indirectly result from the use, disclosure, release or omission of any of this information by any party, whether such information is favorable or unfavorable to me.

Signature:

 PRINT NAME:       Date