

## SAMPLE LETTER FOR SCHOOL SUPERINTENDENT

date

Name, Superintendent

NAME OF SCHOOL SYSTEM

street address

CITY, STATE ZIP

Dear Mr. name,

My progeny (property) Sally Doe attends the (name of school) in your school district. On (date) I delivered my Vaccination Notice to your agent, (first and last name) at (name of school). (He or she) denied my lawful request to place my Vaccination Notice in my (son or daughter's) school record.

Your agent's inaction necessitated that I send my lawful Vaccination Notice directly to you. It is enclosed.

As stated on my Vaccination Notice, unless I receive a confirmation in writing from you that you - and/or your school district - accepts the liability for any harm or injury the school mandated vaccines might cause my (son or daughter), I consider (him or her) excepted (not exempted) from all vaccinations mandated by the legislators of the corporation known as the STATE OF OHIO. Please place my Vaccination Notice in my (son or daughter's) school file and make a note on his or her record of this permanent exception.

Appreciatively,

*Signature*

First and last name only

address

City, and State

Sent by