

DIRECTORY RELEASE FORM
University of Wisconsin-Eau Claire

The University of Wisconsin-Eau Claire is obligated under Wisconsin Law and UW-System policy to restrict the release of your personal information. According to Wisconsin Public Records Law, 19.35-19.39, Wis. Stats., as applied to public employee records: unless access is specifically authorized or required by statute, the university will not provide access to records containing home address and phone number information.

Return this form to Human Resources in Schofield 220 if you wish information released for any of the following options:

Directory:

- Please release my home address for the UW-Eau Claire Campus Directory.
- Please release my home telephone number for the UW-Eau Claire Campus Directory.

3rd Party Mailings:

- Please release my name and home address from mailing lists or labels made available to individuals and organizations for purposes unrelated to official University business.

Name _____ **SS #** _____
Please print

Signature _____ **Date** _____

Please return to Human Resources, Schofield 220