

Regional Office of Education #12

RBST Petition Acceptance Checklist

- Territory being transferred is contiguous
- Petition is addressed to the RBST of Clay, Crawford, Jasper, Lawrence, Richland Counties
- Requestor (Prayer) of the Petition is listed on each page
- Each page is signed by the Petitioners
- Each page is signed by a Circulator - Petitions containing 10 or fewer signatures MAY be notarized in lieu of circulator sheets.
- Each Petitioner's address is contained on the Petition, and matches the official voter's registration.
- Date that each person signed, is included on the Petition
- No signature on the Petition is older than six months
- Legal Description of the Territory in question is included (including PIN Number of property)
- School Districts involved are identified
- Reasons for the request are listed
- Residents of legal voting age who reside in the territory in question are listed
- \$1500 Deposit received
- Letter from County Assessor (certifying that the legal description of the territory is correct) received
- Marked map of territory received
- PA 99-0475 Screening Form