

Alexiou Hearing and Sinus Center  
2062 Pro Pointe lane  
Harrisonburg VA 22801  
Phone: 540 434-2255 Fax 540 434-8778

**REQUEST FOR RECORDS RELEASE**

Physician's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Dear Doctor \_\_\_\_\_:

\_\_\_\_\_ The following individual has asked us to release his/her records **to** your office. We have included all relevant information from our files.

\_\_\_\_\_ The following individual has asked us to request his/her medical records **from** your office, please include all relevant medical records in your file.

Patient Name: \_\_\_\_\_

Birthdate: \_\_\_\_\_ SSAN : \_\_\_\_\_

I hereby authorize the release of all necessary medical records to: \_\_\_\_\_

\_\_\_\_\_  
Patient's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Patient's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Signature of Witness: \_\_\_\_\_

This authorization shall be in effect for 90 days following the date of signature. However, I understand that this authorization may be revoked at any time by giving written notice to the facility. A photocopy of this authorization shall constitute a valid authorization.