

Los Angeles Unified School District  
Thomas A. Edison Middle School

Date: \_\_\_\_\_  
To: All Teachers  
From: J. Rivera, Title 1 Coordinator  
Re: Copy/Duplo Personal PIN #

I am requesting that you submit a new 6-digit number to access the copy and duplo machines. We need this information for control purposes. Please return the completed form to the Title 1 office and allow 2 days for processing.

Teacher Name/ Track	PIN # Do Not Make The First # Zero
	_____

Thank you for your cooperation