

**SkillsUSA, Inc.**  
**PUBLIC INSPECTION POLICY**  
Approved 03/10/2009

SkillsUSA, Inc. is committed to openness and transparency to current members, donors/funders, its various stakeholders and the general public.

The following documents are available for public inspection at our location at 14001 SkillsUSA Way, Leesburg, VA.

All documents as required by federal, state, and local law, including but not limited to the IRS form 990

Audited financial statements

Annual Report

Procedure for obtaining documents:

Requests for annual reports can be made during regular business hours by calling 703-777-8810.

Requests to inspect federal, state and local documents during regular business hours can be made by calling 703-737-0602 to set up a time to inspect requested documents.

Requests for copies of federal, state or local documents including IRS Form 990 and audited financial statements are to be made in writing to Kim Graham, 14001 SkillsUSA Way, Leesburg, VA 20176. A .50 cent per page copying fee will be charged.