Public Records Request Form

Please describe the records below providing any additional information and specification that will help us locate them for you as quickly as possible. If known, use appropriate document titles and dates.

____________________________________

____________________________________

____________________________________

Do you want to?

- Inspect the records onsite at no charge
- Receive a copy after paying required fee
- Inspect the records first and decide whether you want to pay for copies

Name

____________________________________

Address

____________________________________

City, State, Zip

____________________________________

Email Address

____________________________________

Signature

Limitation on Use for Commercial Purposes
Washington State law, ROW 42.56.070(9), prohibits the use of lists of individuals for commercial purposes. "Commercial purposes" means that the person requesting the record intends that the list will be used to communicate with the individuals named in the record for the purpose of facilitating profit-expecting activity. By signing below, you are certifying that that the lists of individuals obtained through this request for public records will not be used for commercial purposes.