

REQUEST FOR PUBLIC RECORDS

NAME OF REQUESTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

DATE OF REQUEST: \_\_\_\_\_ TIME OF REQUEST \_\_\_\_\_

NATURE OF REQUEST:

1. IDENTIFICATION OF RECORDS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. INSPECTION ONLY: \_\_\_\_\_
3. NUMBER OF COPIES REQUESTED \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

FOR OFFICE USE ONLY:

1. REQUEST GRANTED \_\_\_\_\_ RECORDS WITHHELD \_\_\_\_\_  
RECORD(S) WITHHELD IN PART \_\_\_\_\_  
TIME \_\_\_\_\_ DATE \_\_\_\_\_
2. IF WITHHELD, NAME THE EXEMPTION CONTAINED IN RCW 42.56 WHICH AUTHORIZES THE WITHHOLDING OF THE RECORD(S) OR PART(S) OF RECORD(S):  
SUBSECTION (1) ( ).
3. IF WITHHELD, EXPLAIN HOW THE EXEMPTION APPLIES TO THE RECORD(S) WITHHELD: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
DISTRICT OFFICER SIGNATURE