



REQUEST FOR PUBLIC RECORD

DATE OF THE REQUEST _____

NAME OF PERSON REQUESTING RECORD(S) _____

PHONE NUMBER _____

E-MAIL ADDRESS _____

DESCRIPTION OF THE RECORD(S) REQUESTED _____

SIGNATURE OF PERSON REQUESTING RECORDS(S) _____

REQUEST APPROVED BY _____

DATE REQUEST RECORD(S) WERE PROVIDED _____

In accordance with R.C.W. 42.17.260 the District reserves the right to delete identifying details when there is reason to believe disclosure of such details would be an invasion of personal privacy.

Requests for public records will be honored as soon as practicable. Denials of public records will be made in writing and are appealable to the Board of Directors at its next scheduled meeting.

A charge of \$.15 per page of letter or legal size copy plus postage for mailed records, will be collected.