SOUTH KING FIRE

31617 1ST AVE S
Federal Way, WA 98003
Public Records: 253-946-7253
Email: records@southkingfire.org

PUBLIC RECORDS REQUEST

PER RCW 42.56.520 WITHIN 5 BUSINESS DAYS OF RECEIVING A PUBLIC RECORD REQUEST, AN AGENCY MUST RESPOND BY: PROVIDING THE RECORD; ACKNOWLEDGING THAT THE REQUEST HAS BEEN RECEIVED, PROVIDING A REASONABLE ESTIMATE OF THE TIME THE AGENCY WILL HAVE THE RECORDS AVAILABLE; OR DENYING THE REQUEST

NAME (please print)

COMPANY NAME

ADDRESS

CITY/STATE/ZIP

E-MAIL

PHONE

PLEASE DESCRIBE THE RECORDS YOU ARE REQUESTING. *BE SPECIFIC AND INCLUDE AS MANY DETAILS AS POSSIBLE (DATES/NAMES/ADDRESS/TIME OF DAY/ETC.) TO ASSIST US IN LOCATING THE RECORDS FOR YOU AS QUICKLY AS POSSIBLE. FAILURE TO PROVIDE INFORMATION SUFFICIENT TO IDENTIFY THE RECORDS MAY CAUSE A DELAY.*

I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF WASHINGTON THAT I DO NOT INTEND TO USE ANY LIST OF INDIVIDUALS THAT MAY BE COVERED BY THIS REQUEST FOR COMMERCIAL PURPOSES.

WHEN RECORDS ARE AVAILABLE:

☐ CALL ME WHEN THE RECORDS ARE READY TO BE PICKED UP **OR**

☐ E-MAIL ME WHEN COMPLETED (provide email address above)

SIGNATURE

DATE

FOR OFFICE USE ONLY

DATE

TIME

RECORDS

IF CONSENT IS NEEDED, NAME OF INDIVIDUAL

IF WITHHELD OR REDACTED, IDENTIFY THE EXEMPTION CONTAINED IN CHAPTER 42.56 RCW OR OTHER APPLICABLE STATUTE THAT AUTHORIZES THE WITHHOLDING OF RECORD OR PART OF RECORD.

IF WITHHELD OR REDACTED, EXPLAIN HOW EXEMPTION APPLIES TO RECORD WITHHELD

FOR QUESTIONS REGARDING REQUEST, CONTACT LAURI PERRY AT 253-946-7253 OR RECORDS@SOUTHKINGFIRE.ORG

ADDITIONAL WITHHELD OR REDACTED INFORMATION