



REQUEST FOR PUBLIC RECORD

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(360) 810-2888
FAX (360) 515-0416

REQUEST		
NAME OF REQUESTER	REQUEST DATE	TIME
ADDRESS OF REQUESTER	PHONE	
NATURE OF REQUEST		

DESCRIPTION OF RECORDS

PURPOSE - (REQUIRED IF REQUEST IS FOR A LIST CONTAINING THE NAMES OF TWO OR MORE INDIVIDUALS. STATE PURPOSE FOR WHICH LIST WILL BE USED.)

I FURTHER UNDERSTAND THAT IF I WISH COPIES OF PUBLIC RECORD, A FEE MUST BE PAID PURSUANT TO RCW 42.56.070 (7), (8), BEFORE SUCH COPIES WILL BE PROVIDED.	SIGNATURE
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ACTION		
REQUEST RECEIVED BY	DATE	IDENTIFICATION VERIFICATION (Drivers License, etc.)
<input type="checkbox"/> DISCLOSURE APPROVED <input type="checkbox"/> DISCLOSURE DENIED	PUBLIC RECORDS OFFICER (Approving Authority)	DATE

REASON FOR DENIAL – SPECIFY STATUTORY EXEMPTION AND HOW IT APPLIES TO RECORD WITHHELD:

TIME REQUEST COMPLETED	STAFFING TIME EXPENDED HRS MIN	NO. OF PAGES COPIED	TOTAL DUE \$	AMOUNT COLLECTED \$
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AGREEMENT NOT TO RELEASE OR USE INFORMATION FOR COMMERCIAL PURPOSES

I HEREBY AGREE THAT THE LIST OF INDIVIDUALS PROVIDED TO ME BY WASHINGTON'S LOTTERY SHALL NOT BE USED FOR ANY COMMERCIAL PURPOSES BY MYSELF OR BY ANY ORGANIZATION I REPRESENT.

SIGNATURE OF REQUESTER