



WASHINGTON STATE DEPARTMENT OF
Natural Resources
 Peter Goldmark - Commissioner of Public Lands

Public Records Request

Date of Request: _____

Name of Requestor (first/last): _____

Firm/Organization (if applicable) _____

Address: _____

City: _____ State: _____ Zipcode: _____

Telephone (include area code): _____

Email Address of Requestor: _____

Title of Record(s) (if known): _____

Date of Record(s) (if known): _____

Location of Record (Department, if known): _____

Please describe the records you are requesting and any additional information that will assist us in locating this information for you as quickly as possible. Failure to provide information sufficient to identify the records may cause delay.

I understand there is a minimum of \$.15 per page that may be charged for duplication of standard and legal sized copies or actual cost incurred by the agency per RCW 42.56.120.

- Yes, I understand there may be fees associated with my request and I will be notified of these fees prior to duplication.
- I wish to make an appointment to review the records indicated above before copies are made.

Method by which I would like to receive the information I have requested:

- Mailed to me (if electronic, they will be copied to a CD), fees may apply.
- Contact me when ready and I will schedule a time to pick up in person.
- E-mailed to me (if files are too large to email, the DNR will place them on an FTP site for you to download)

I certify that any lists of individuals obtained through this request for public records will not be used for commercial purposes, per RCW 42.56.070(9) or will any list provided by the DNR be used to promote the election of an official or promote or oppose a ballot proposition as prohibited by RCW 42.17.130.

 Signature _____
 Date

Submit: **EMAIL:** publicdisclosure@dnr.wa.gov; **MAIL:** DNR, Public Disclosure Program, PO Box 47014, Olympia, WA 98504-7014; **FAX:** Attention Public Disclosure Program (360) 902-1789; **Questions:** (360) 902-1393