

**REQUEST FOR PUBLIC RECORDS**

**4040F**

**Section I** (to be completed by Requesting Party)

Name of Requesting Party: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_  
PO Box/Street City State Zip

Phone: \_\_\_\_\_

I understand that any list(s) of individuals provided pursuant to my request **may not be used** for commercial purposes (RCW 42.17.260 (&)). I agree **not to use** any documents provided for commercial purposes and further agree **not to give, sell, or provide** access to such documents to any other person who intends to use them for commercial purposes.

I am requesting the following documents:

\_\_\_\_\_  
\_\_\_\_\_

Intended use if requesting lists of individuals \_\_\_\_\_

\_\_\_\_\_  
Signature of Requesting Party Date

**Section II** (to be completed by the District)

- a. The record you requested is attached or available for inspection at \_\_\_\_\_, copies will be made for \$0.15 per page.
- b. The record is available with certain information deleted (See REMARKS)
- c. Your request to inspect or copy the record(s) has been denied for the reasons given in the REMARKS area. The Superintendent has reviewed the denial.

\_\_\_\_\_  
Superintendent's Signature or designee

REMARKS:

\_\_\_\_\_  
\_\_\_\_\_