



Request for Public Records

There is no charge to review public records. The District may charge for copies, electronic preparation, postage, or other charges authorized by RCW and District Resolution.

REQUESTOR INFORMATION

1. Name: (last name, first name, middle Initial)

3a. Phone:

2a. Address:

3b. Fax:

3c. Email

2b. City

2c. State

2d. Zip

4. Description of Records: (use additional sheets if necessary)

Date of Request:

Time of Request:

Does requested record contain a list of individuals? No Yes If yes, complete Certification below.

Certification: I understand that RCW 42.56.070(9) prohibits any public agency from giving, selling or providing access to lists of individuals for commercial purposes. I certify that the information obtained through this "Request for Public Records" will not be used for commercial purposes.

Signed By

Date

Time

Return original request to:

Alderwood Water and Wastewater District
 Attn: Public Records Officer
 3626 - 156th St SW
 Lynnwood, WA 98087-5021

Or FAX request to:
 (425) 745-4105

DISTRICT RESPONSE

5a. Date Rcvd:

5b. Time Rcvd:

5d. Name of person taking action:

5c. Action taken on Request: (use additional sheets if necessary)

5e. Date Action Taken:

6a. Number of Pages:

6b. Number of Copies:

X

6c. Per Page Charge:

X 15¢

6d. Other Costs:

+

6e. Total Charge:

=