



Stevens County Fire Protection District No. 1

3962 Hwy 292, P.O. Box 302, Leen Lake, WA 99148
Office: (509)233-8874 · Fax: (509)233-8864

PUBLIC RECORDS REQUEST

PLEASE PRINT – Do not send any money until you are notified of the cost

PERSON REQUESTING

Name

Date Requested:

Company

Mailing Address

City, State, Zip

Telephone Number ()

Email Address:

PUBLIC RECORDS REQUESTED

CONDITIONS FOR RELEASE OR REVIEW OF PUBLIC RECORDS THAT ARE LISTS OF INDIVIDUALS

I agree that any list of individuals provided to me will not be used for any commercial purpose by myself or any other person I represent. I will protect the information from access by anyone who may use it for a commercial purpose, which means using the information for profit-making or profit-expecting activities.

I understand that I will be charged \$.05 per copy for all standard letter size copies I desire and that other size publications are available at cost. Within five business days of receipt of the request, Stevens County Fire District No. 1 will respond by: (1) making the record available for inspection or copying, or, if payment is made or terms of payment are agreed upon, sending the records to the requestor; or (2) acknowledging the receipt of the request and providing a reasonable estimate of time the Fire Department will require to respond to the request; or (3) denying the request.

If the total is less than \$1.50, the fee may be waived. Please pay by check made payable to Stevens County Fire Protection District No. 1.

Signature of Person Requesting Public Document

Date

Request is: Approved Denied (If withheld, name the exemption contained in **RCW 42.17.310** which authorized the withholding of the record or part of the record: Subsection (1) ().

Signature Authorizing Release of Records

Date

Comments:

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