# WAC 210-06-990 Appendix A—Form—Request for public records.

APPENDIX A
REQUEST FOR PUBLIC RECORDS

Name of Requestor:

Address: Phone:

Date of Request: Time of Request:

Nature of Request:

1. Index Reference . . . . . .

2. If not identifiable by reference to the index, then describe the document(s) in detail . . . . . .

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. . . . . .

Signature . . . . . .

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For Office Use Only:

| | | |
|---|---|---|
| (1) Request Granted □ | Record Withheld □ | Record Withheld In Part □ |

(2) If withheld, name the exemption contained in § 31, chapter 1, Laws of 1973, which authorizes the withholding of the record or part of record: Subsection (1) ( ).

(3) If withheld, briefly explain how the exemption applies to the record withheld.

(4) If request granted, time . . . . . , day . . . . . .

[Order XII, Form (codified as WAC 210-06-990), filed 11/28/73.]