

REQUEST FOR PUBLIC RECORDS



RECREATION AND CONSERVATION FUNDING BOARD • SALMON RECOVERY FUNDING BOARD • WASHINGTON BIODIVERSITY COUNCIL
WASHINGTON INVASIVE SPECIES COUNCIL • GOVERNOR'S SALMON RECOVERY OFFICE
FORUM ON MONITORING SALMON RECOVERY AND WATERSHED HEALTH • RECREATION AND CONSERVATION OFFICE

A. Request for Records By:

Name:		
Organization:		
Mailing Address:		
City:	State:	Zip Code:
Telephone:	Fax:	E-mail:

B. I am Requesting:

INFORMATION ABOUT A SPECIFIC PROJECT

The Recreation and Conservation Office (RCO) keeps project information in paper files and in electronic files (PRISM). PRISM is available on the agency Web site without a disclosure request.

Project Name or Number: _____

Select "Complete File" or the specific records you are requesting:

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Complete file (<i>paper and PRISM</i>) | <input type="checkbox"/> Paper file only | | |
| <input type="checkbox"/> Application | <input type="checkbox"/> Project agreement (contract) | <input type="checkbox"/> Written project correspondence | <input type="checkbox"/> E-mail project correspondence |
| <input type="checkbox"/> Appraisal and appraisal review | <input type="checkbox"/> Deed of right | <input type="checkbox"/> Conservation easement | <input type="checkbox"/> Title and title insurance |
| <input type="checkbox"/> Other (specify) _____ | | | |

OTHER RECORDS (Please be as specific as possible)

C. Please Provide the Information by:

- Inspection* Photocopy** CD** E-mail Other _____

* The RCO will contact you to arrange a time for your inspection of records at its office in Olympia, WA.

** The RCO may charge you for copies made, per WAC 286-06-090, as posted on the agency Web site.

I agree that any list of individuals provided to me will not be used for any commercial purpose by me or any other person I represent, per RCW 42.56.070(9).

Signature of Person Requesting Public Document

Date Requested

Send This Request by Mail, Fax, or E-mail:	
Recreation and Conservation Office	FAX: 360-902-3026
PO Box 40917	E-MAIL: PDandR@rco.wa.gov
Olympia, WA 98504	

For Department Use Only:
Date Received: