



# SOUTH THURSTON FIRE & EMS

PO Box 4010  
Tenino, WA 98589  
(360)264-4116

**DATE RECEIVED:**

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## REQUEST FOR PUBLIC RECORDS

South Thurston Fire & EMS reserves the right to determine that a requested public record is exempt from disclosure under the provisions of Public Records Act at RCW 42.56. In addition, the District reserves the right to redact identifying details when, by making available public records, there could be an invasion of personal privacy protected by RCW 42.56.

**USING THIS FORM.** Use this form only for making formal requests of Public Records to South Thurston Fire & EMS under the Public Records Act at RCW 42.56. If you seek records from another public agency, contact that public agency. If you seek other information from the District that is not a Request for Public Records, contact the District. Completed Request for Public Records forms and other public records requests are open to the public.

**DISTRICT OFFICE.** The District's Public Records can be reached at (360) 264-4116, Monday-Friday, 8:00 am – 5:00 pm., closed on state holidays.

### Complete the following:

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

Firm/Organization: \_\_\_\_\_ Email: \_\_\_\_\_

Address \_\_\_\_\_

Record(s) Requested [Review Copy]: \_\_\_\_\_

Describe the public records you are requesting. Provide as much detail as possible

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*I, \_\_\_\_\_, understand and certify that if the above requested information contains lists of individuals, said information will not be used for commercial purposes.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit Form By:	<b>Fax</b>	<b>Mail</b>	<b>In Person</b>
	(360) 264-5155	P.O. Box 4010	187 Hodgden St S
		Tenino, WA 98589	Tenino, WA 98589

### For District Use Only:

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Delivered By: \_\_\_\_\_ Date: \_\_\_\_\_