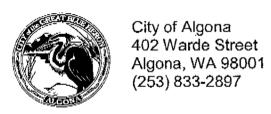
FEB-08-2011 13:44 P.01



Request for Public Record

	ALL MANAGEMENT AND A STATE OF THE STATE OF T				
Name of Requestor:					
Address:					
City		State/Zip			
Phone Number		Fax Number			
Describe the records you are requesting. Please be as specific as possible to avoid delays. Copies will be charged .15 cents per single-sided, 8-1/2 x 11 page. Other sized copies may be available at a higher cost.					
	AND T				
-					
	LILATO,			- Lagrange	
	intense av e				
(If more space is needed, please attach additional pages.)					
I understand that Washington State law limits certain uses, including but not limited to RCW 42.17.130, prohibiting using lists of persons to promote election of persons or for promotion or opposition of ballot measures and RCW 42.17.260 (9), prohibiting using lists of individuals for commercial purposes.					
I hereby declare under penalty of perjury, under the laws of the State of Washington, that the requested records shall not be used in violation of State law.					
Signature			Date		
Please return form to	c: City Clerk City of Algona 402 Warde Street Algona, WA, 98001 or FA	X to (253) 939-336	66		
Date Received	All and the second seco				
Received By					

INTERNAL USE ONLY - INFORMATION TO BE COMPLETED BY CITY STAFF

RECORDS REQUEST PROCESS:

- 1) Request submitted to City Clerk
- 2) The City Clerk shall evaluate and determine if the requested records are exempt from disclosure.
- 3) Within five business days of receipt the City Clerk shall:
 - a. provide the records
 - b. acknowledge the receipt and provide a reasonable estimate of time the City will need to fulfill the request
 - c. deny the request based on exemptions provided by public disclosure laws

ACT	ION TAKEN:				
	Request granted	Date:			
		Copies made b	py:		
	Acknowledgment – estimate response date provided (attach letter)				
	Date:				
	Reason for additional time:				
	Clarification – letter sent requesting clarification of records requested (attach letter)				
	Date:				
	Request denied – exempt records (attach letter)				
	Date:				
FEE	S:				
Stan	dard copy charge @ \$.1	5 per page			
Othe	er (kinko's, etc.)				
Tota	l Fees				
Rec	eipt #	IAA.	Date		
	Mailed [Picked up	Date		