



**Request for Public Records
(RCW 42.56)**

Case/Incident # _____

DATE: _____

Name/Address of Requester

Phone #: _____

e-mail: _____

SPECIFY BELOW WHAT RECORDS YOU ARE LOOKING FOR. If you do not specify what records you are looking for, you may expect a delay in receiving your records.

Please tell us how you would like to receive the record(s) (e.g. electronically, inspect the records, hard copies).

A response will be provided to you within 5 business days.

Enumclaw PD does not provide copies of collision reports. Please request collision reports through Washington State Patrol at <https://www.wsp.wa.gov/driver/collision-records/>

RCW 42.56.070 prohibits the City from releasing lists of individuals that are requested for commercial purposes.

I have read the above. I certify, swear and affirm under penalty of law, that I will not use the requested records for commercial purposes in the event that a list of any type is included in the material being requested. I will hold harmless and indemnify, including costs to defend, the City of Enumclaw, its officers, agents and employees from any claims arising either directly or indirectly from the commercial use of said records.

Signature

Date

FOR DEPARTMENT USE ONLY:	
Date & Action Taken on Request:	Tracking Number:
Fee, If Applicable:	Name of Person Taking the Action: