

# REQUEST FOR PUBLIC RECORDS



RECREATION AND CONSERVATION FUNDING BOARD • SALMON RECOVERY FUNDING BOARD  
 WASHINGTON INVASIVE SPECIES COUNCIL • GOVERNOR'S SALMON RECOVERY OFFICE • RECREATION and CONSERVATION OFFICE

A. REQUEST FOR RECORDS BY:		
Name:		
Organization:		
Mailing Address:		
City:	State:	Zip:
Telephone:	Fax:	E-mail:

B. I AM REQUESTING:												
<p><input type="checkbox"/> <b>RECORDS ABOUT A SPECIFIC PROJECT</b></p> <p>RCO keeps project records in paper files and in a database (PRISM). PRISM data is available on the RCO Web site without a disclosure request.</p> <p><b>Project Name or Number:</b> _____</p> <p><b>Date range for records requested:</b> _____</p> <p><b>Select the specific record/s you are requesting:</b></p> <table border="0"> <tr> <td><input type="checkbox"/> Application</td> <td><input type="checkbox"/> Appraisal and appraisal review</td> <td><input type="checkbox"/> Conservation easement</td> <td><input type="checkbox"/> Deed of right</td> </tr> <tr> <td><input type="checkbox"/> E-mail project correspondence</td> <td><input type="checkbox"/> Paper project file*</td> <td><input type="checkbox"/> Project agreement (contract)</td> <td><input type="checkbox"/> Title and title insurance</td> </tr> <tr> <td><input type="checkbox"/> Other (specify) _____</td> <td colspan="3"></td> </tr> </table> <p><input type="checkbox"/> <b>OTHER RECORDS (Please be as specific as possible.)</b></p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/> Application	<input type="checkbox"/> Appraisal and appraisal review	<input type="checkbox"/> Conservation easement	<input type="checkbox"/> Deed of right	<input type="checkbox"/> E-mail project correspondence	<input type="checkbox"/> Paper project file*	<input type="checkbox"/> Project agreement (contract)	<input type="checkbox"/> Title and title insurance	<input type="checkbox"/> Other (specify) _____			
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<input type="checkbox"/> Other (specify) _____												

C. PLEASE PROVIDE THE RECORDS BY:
<p><input type="checkbox"/> File Sharing Web site link    <input type="checkbox"/> E-mail    <input type="checkbox"/> Photocopy*    <input type="checkbox"/> Inspection**</p> <p>* RCO may charge you for the scanning or photocopying of paper project files that are not yet imaged, as per Washington Administrative Code 286-06-090. Consult <a href="#">the agency Web site</a> for more details.</p> <p>** By appointment. RCO will contact you to arrange a time for you to inspect records at the Olympia office.</p>

**By clicking this box, I agree that any list of individuals provided to me will not be used for any commercial purpose by myself or any other person I represent, as per Revised Code of Washington 42.56.070(9).**

Signature and Date

<p><b>Send This Request by Mail or E-mail:</b></p> <p>Recreation and Conservation Office                  PO Box 40917 Olympia, WA 98504</p> <p><a href="mailto:public.disclosure@rco.wa.gov">public.disclosure@rco.wa.gov</a></p>
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<p><b>For Department Use Only:</b></p> <p>Date Received:</p>
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