



OPEN PUBLIC RECORDS ACT REQUEST FORM

5762 Woodcock Road, Sequim, WA 98382
Phone: (360) 683-3905 Fax: (360) 683-3324
Web Address: www.sunlandwater.com

NOTE: A copy of the SWD Public Records Act Compliance Policy (Resolution 119) may be found on the website noted below or requested from the district office.

Submit the completed request form to: Public Records Officer, SunLand Water District Office

By mail or in person: 5762 Woodcock Road, Sequim WA 98382

By email: www.sunlandwater.com (SWD website under "Contact")

Name of Requester (please print)

Telephone No.

E-mail address

Date of Request

INFORMATION REQUESTED:

Signature of Requester

FOR OFFICE USE ONLY

Request granted

Record withheld

Record partially withheld

If withheld, name the exemption contained in RCW 42.46.050/42.56.100 and HIPAA laws which authorizes the withholding of the record or part of the record: _____. If withheld, explain how the exemption applies to the record withheld: _____

Signature

Date