

Skamania County Superior Court Administrative Records Request Form

Requestor Information:

Printed Name: _____
Last First MI

Address: _____
Street City State Zip Code

Telephone: () _____ () _____ FAX: () _____

E-mail Address: _____

Signature: _____

Description of Requested Record (s). It is important to be as specific as possible as to name, location, date, and type of record requested. Please use additional sheets as necessary.

- [] This is a request to inspect the records identified above.
 [] This is a request for copies of the records identified above.
 [] Other:

Explain please _____

Procedures:

- (1) The Public Records Officer will respond within thirty (30) days of the request as this court meets irregularly.
- (2) The procedures, the fee structure for providing records and the process for appealing the decisions of the Public Records Officer regarding exemptions, redaction and identification of the records can be found on the Skamania County Web Site. If you would like a printed copy of the procedures, please contact the public records officer using the information noted below.

Public Records Officer:

Skamania County Superior Court, Records Request
Attn: Pamela Bell
PO Box 790
Stevenson, WA 98648

Phone: (509) 427-3765
E-mail Address: bell@co.skamania.wa.us

Request Received: _____ at _____ AM/PM

By: _____