



**San Juan Island Fire and Rescue  
Request for Access to Public Records**

**Requests and production are governed by Chapter 42.56 RCW**

**Instructions:** 1. Complete Section A of the following form.  
2. Email this completed and signed form to [rgarcia@sjfire.org](mailto:rgarcia@sjfire.org)

Failure to complete this form when submitting your public records request may result in substantial delays in processing your request

**SECTION A Requester / Records Request Information - Please PRINT**

Requester Name	Business Name	
Address	City	State - Zip Code
Phone Number	Fax Number	

**Complete only one box below:**

- Do not make copies, but allow review. I may request copies of specific pages after review.
- mail copies\* to the address listed above
- hold copies for pickup\* (prior payment is required for copies mailed or picked up).
- Email copies\* to the following email address: \_\_\_\_\_

\*I understand that there may be charges imposed for the records provided in accordance with RCW 42.56

Please describe the SPECIFIC record(s) you are requesting, including dates(s) and any necessary keywords that may assist in locating responsive records:

**I declare under penalty of perjury under the laws of Washington that the following is true and correct: I will not use any requested list of individuals for a commercial purpose**

\_\_\_\_\_  
Signature of Requester

\_\_\_\_\_  
Date Submitted