

**OFFICE OF THE CITY CLERK
CITY OF PACIFIC
100 3rd Avenue SE Pacific WA 98047
WASHINGTON**

REQUEST FOR PUBLIC RECORDS

DATE _____

NAME _____ PHONE NUMBER _____

ADDRESS _____

Description of Records Requested:

I certify that the information obtained through this request for public records will not be used for commercial purposes.

Signature

Printed Name

Preparation Time for Request (n/c) _____

Number of copies (@ \$.15/page): _____

CDs (\$10
if customer provided, \$11.50 if City provided)

Copy Service Fees (i.e., Kinko's charges) _____

Electronic Copies \$.15 cents/page

Miles@ IRS approved rate _____

Postage _____

Total Charge \$ _____

**RETURN TO: Sandy Paul, City Clerk/Personnel Manager
City of Pacific
100 3rd Avenue SE
Pacific WA 98047**