



Town of Coulee Dam
The Green Oasis at the Foot of Grand Coulee Dam
 300 Lincoln
 Coulee Dam, Washington 99116
 (509) 633-1091 FAX (509) 633-3252
 Business Hours 7:30am-4:30pm Monday-Thursday
 7:30am-Noon Friday

Request for Disclosure of Public Records
 Ord.427; Code 2.105.010

Date: _____

Name: _____

Address: _____

City/Town: _____ State: _____ Zip: _____ - _____

Phone # _____

Records requested:

Title of Record(s): _____

Date of Record(s): _____

Please describe below the records you are requesting and any additional information that will help us locate them for you as quickly as possible.

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

Signature: _____

Office use only:

Number of copies: _____

Number of pages: _____

Per Page charge:

8 1/2" x 11" copy paper @ .15 per copy X _____ copies = _____

11" x 17" copy paper @ .35 per copy X _____ copies = _____

Postage/Other Charges (ie: flash drives, discs, etc) _____: = _____

Total charge = _____

Department: _____

Request received by: _____

Date: _____

Request completed by: _____

Date: _____