



CITY OF SNOHOMISH

Founded 1859, Incorporated 1890

116 UNION AVENUE · SNOHOMISH, WASHINGTON 98290 · TEL (360) 568-3115 FAX (360) 568-1375

REQUEST FOR PUBLIC RECORDS

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

RECORDS REQUESTED:

Title of Record: _____

Date of Record: _____

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 and/or materials obtained through this request for public records will not be used for commercial purposes.

Signature: _____

Number of pages: _____ Number of copies: _____

Per page charge: \$.15 _____ Postage: _____

TOTAL CHARGE: _____

For City Hall use only:

Date Request received: _____ By: _____

Date Completed: _____ By: _____