

**CITY OF CHEHALIS PUBLIC RECORDS ACCESS**  
***Request for Release of Public Records***

NAME, ADDRESS AND TELEPHONE NUMBER OF PERSON REQUESTING RECORD: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. I request copies of the following public records:  
\_\_\_\_\_  
\_\_\_\_\_

2. I understand that Washington State law, RCW 42.17.260(9), prohibits the use of lists of individuals for commercial purposes.

3. I understand that the use for commercial purposes of said records may also violate the rights of the individuals named therein and may subject me to liability for such commercial use.

4. I understand that Sections 2 and 3 herein apply when I use said records for commercial purposes and when others use said records or copies of same for commercial purposes. I understand that I may be liable in either case.

5. I understand that "commercial purposes" means that the person requesting the record intends that the list will be used to communicate with the individuals named in the record for the purpose of facilitating profit-expecting activity.

6. Therefore, I will not use said records for commercial purposes and that it is my affirmative duty to prevent others from using said records for commercial purposes.

7. Further, I will protect and hold harmless, including the cost of defending the agency and its agents and employees from whom I have obtained said records, from any and all claims arising either directly or indirectly from the commercial use of said records.

\_\_\_\_\_  
Signature

**FOR CITY USE ONLY**

Date Request Received by City: \_\_\_\_\_ Amount \$ \_\_\_\_\_

Date Request Responded to by City: \_\_\_\_\_

Records Request Provided \_\_\_\_\_  
City Attorney

Records Request Denied \_\_\_\_\_  
City Attorney