

Newport School District #56-415

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Newport, WA 99156

Phone: (509) 447-3167
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PUBLIC RECORDS REQUEST FORM

Name: _____ Date: _____

Business/Organization: _____ Email: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Detailed Description of Public Records or Information Requested

I prefer to receive the above described records in the following format:

Electronic (if available) Paper Copy (15 cents per page for copies that exceed 25 pages) View by appointment

I understand that I will be charged 15 cents per page for copies that exceed 25 pages. I understand that my request is subject to disclosure under the Washington State Public Records Act (Chapter 42.56 RCW). I understand that if a list of individuals is provided to me by the Newport School District, it will neither be used for commercial purposes or to give or provide access to material to others for commercial purposes as provided by RCW 42.56.070(9).

Signature (or type name and check box if signing electronically)

**SUBMIT TO: Newport School District
P.O. Box 70
Newport, WA 99156**

**Or, Save and Email to:
Publicrecordsrequest@newportgriz.com**