ISSAQUAH SCHOOL DISTRICT 411

Public Records Officer
Tricia Romo
5150 220th Ave SE
Issaquah, WA 98029
romot@issaquah.wednet.edu
425-837-7178

REQUEST FOR PUBLIC RECORDS

Submit Request to: publicrecords@issaquah.wednet.edu

Name of Requestor		Date
Representing (if applicable)	Email Address	Phone
Street Address	City	State/Zip Code

I am requesting the following existing records:
Please be specific in defining the records you are requesting (i.e.; date range, topic, person). Attach additional pages if necessary.

Date **Signature of Requesting Party**

The District Records Officer shall impose a reasonable charge for providing copies of public records and for the use by any person of school district equipment to copy public records, which charges shall not exceed the amount necessary to cover the costs incidental to providing such materials. The current charge is $0.15 per copy.