



# SOUTH WHIDBEY FIRE / EMS

5535 Cameron Road • Freeland, WA 98249  
(360)321-1533 • Fax (360)321-9385 • www.swfe.org

## REQUEST FOR ACCESS UNDER THE PUBLIC RECORDS ACT WAC 44.14 - RCW 42.56.010 - SWFE Policy 800-801

**Commissioners**  
Bob Elliot  
Kenon Simmons  
Frank Mestemacher

**Fire Chief**  
H.L. "Rusty" Palmer  
chief@swfe.org  
(360)661-0206

**Operations**  
Deputy Chief  
Mike Cotton  
(360)661-0207

**Training**  
Deputy Chief  
Wendy Moffatt  
(360)661-0205

**Resource**  
Deputy Chief  
Jon Beck  
(360)661-2817

**Records**  
Records Manager/  
Public Disclosure  
Officer  
Vicki Lange  
admin2@swfe.org

**Finance**  
Finance Officer  
Kay Cope

**Administration**  
Support Specialist  
Kelly McDonald  
info@swfe.org

Date of Request: \_\_\_\_\_  
Requester's Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email: \_\_\_\_\_ and/or Phone: \_\_\_\_\_

**DESCRIPTION OF REQUESTED RECORD:**

Please be as specific as possible. We will be able to process your request faster if you clearly identify the record you are requesting and the purpose of the request. You may attach another sheet of paper if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

After requested records are retrieved, I would like to:

- Inspect the records
- Receive Electronic copies via email or other (specify: \_\_\_\_\_)
- Receive hard copies via mail or pick up (circle one)

**FEES:** South Whidbey Fire/EMS does not currently charge a fee to fulfill public record requests unless they are extensive and time consuming. (RCW 42.56.120)

Pursuant to the provisions of RCW 42.56.070 (8), I certify the record or information requested will not be used for commercial purposes. (Declaration of Commercial Purposes must accompany all requests).

\_\_\_\_\_  
Signature of Requestor

**FOR USE BY PUBLIC DISCLOSURE OFFICER ONLY:**

Date Received: \_\_\_\_\_ Received by (initials): \_\_\_\_\_  
 Date Granted: \_\_\_\_\_ Granted by (initials): \_\_\_\_\_  
 Document:  Emailed  FAXED  Mailed  Hand-delivered  
 Record withheld (RCW 42.56.210) Explain exemption: \_\_\_\_\_  
 \_\_\_\_\_  
 Funds Received – Receipt #: \_\_\_\_\_ (RCW 42.56.120)  
 By (print name) \_\_\_\_\_  
 Signed \_\_\_\_\_ (RCW 42.56.060)



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## Public Records Request

### Declaration Regarding Commercial Purposes

RCW [19.02.115](#), [42.56.070](#), and [82.32.330](#) (3) (k); Washington State, Office of the Attorney General, Chapter 1, Public Records Act - General and Procedural Provisions 1.6 (A); HB2156, Sec. 201

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#### Records

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Vicki Lange  
admin2@swfe.org

#### Finance

Finance Officer  
Kay Cope  
[admin1@swfe.org](mailto:admin1@swfe.org)

Requestor:           

Dated: (Copy Attached)

1. Washington State law (WAC 458-276-030 (2)): "**Nondisclosure for commercial lists.** The department is prohibited by RCW [19.02.115](#), [42.56.070](#) (8), and [82.32.330](#) (3) (k) from giving, selling, or providing access to any list of persons for any commercial purpose. The department may require the requestor to sign a declaration that the requestor will not put a list of persons in the record to use for a commercial purpose." A commercial purpose is defined as "a record requested by or on behalf of a for-profit business for direct sale or resale, or for obtaining information from the record that is used for sale, facilitating a profit, or increasing business opportunities." HB2156
2. Washington State, Office of the Attorney General, Chapter 1, Public Records Act - General and Procedural Provisions 1.6 (A): "Commercial purpose" has its ordinary meaning and includes a business activity by any form of business enterprise intended to generate profits, revenue or financial benefit."

I hereby declare, under penalty of perjury under the laws of the State of Washington and the State of Florida that:

the list of individuals I have requested from South Whidbey Fire/EMS under the above referenced request for public records will not be used for commercial purposes as defined by (RCW [19.02.115](#), [42.56.070](#) (9), and [82.32.330](#) (3) (k); Washington State, Office of the Attorney General, Chapter 1, Public Records Act - General and Procedural Provisions 1.6 (A); HB2156, Sec. 201.

the list of individuals I have requested from South Whidbey Fire/EMS under the above referenced request for public records will be used for commercial purposes. EXEMPT: WAC 458-276-045 (2)

Signed at, this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Requestor/Declarant

\_\_\_\_\_  
Witness Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Address : \_\_\_\_\_  
                  \_\_\_\_\_