



**MARYSVILLE SCHOOL DISTRICT NO. 25**  
**4220 80th Street NE**  
**Marysville, Washington 98270**  
**360-965-0000**  
**FAX 360-965-0006**

**REQUEST FOR PUBLIC RECORDS / INFORMATION**

Date: \_\_\_\_\_

Name of Requesting Party \_\_\_\_\_

Address of Requesting Party: \_\_\_\_\_

Specific Documents Requested \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Purpose of Request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand that documents provided pursuant to my request may not be used for commercial purposes (RCW 42.17.260(5)). I agree not to use any such documents for commercial purposes and further agree not to give, sell, or provide access to these documents to any other person who intends or use of uses the list for commercial purposes.

\_\_\_\_\_  
 Signature of Requesting Party

**DECISION OF RECORDS COORDINATOR**

\_\_\_\_\_ Request approved. Records are available by \_\_\_\_\_

\_\_\_\_\_ Request denied. See attached statement.

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature

**DOCUMENTATION BY RECORDS COORDINATOR**

Documents inspected: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Costs, if documents copied: \_\_\_\_\_

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Records Coordinator

**Mail, Fax or Email – Attention: Jodi Runyon (jodi\_runyon@msd25.org)**