



King County Housing Authority

Public Disclosure Request Form

Please print clearly

Date of request

Name

Address (street, apt/suite #, city, state, zip)

Phone # (include area code)

Fax # (include area code)

email

Be as specific as possible of what you are requesting. Include, where applicable, inclusive dates, project names and locations, housing development names, program names and any and all information that will assist staff in timely requests. *Include extra pages as needed.*

KCHA will charge \$.15 per page for copies or scanned documents (plus postage if required). Cash or check only (make check out to "King County Housing Authority"), due before the documents are mailed, faxed or scanned. For large requests (100+ pages), KCHA may require a 10% deposit for anticipated copy/scan costs before processing.

PROHIBITION OF RECORDS FOR COMMERCIAL PURPOSES

I certify that any list(s) of individuals obtained through this request for public records will not be used for any commercial purposes, pursuant to RCW 42.56.070.

Signature of requestor

date

Mail, fax or e-mail to:

Public Information Officer, Attn: Connie Davis

600 Andover Park West

Tukwila, WA 98188

E-mail: publicdisclosurerequest@kcha.org Fax: 206-574-1104