



ANIMAL RESCUE

KITSAP HUMANE SOCIETY

Kitsap Animal Rescue And Enforcement

9167 Dickey Road NW, Silverdale, WA 98383 * (360) 692-6977 * Fax (360) 698-9668

PUBLIC RECORDS REQUEST

PLEASE PRINT YOUR INFORMATION

Today's Date
Your Name
Your Address
Home Phone/Cell Phone
E-mail Address

INFORMATION YOU ARE REQUESTING

Case Number (If Known)
Address Of Animal-Related Complaints
Approximate Dates Of Incident
Any Other Information You Would Like To Add

There is no charge for the first 25 pages. Any additional pages are \$0.15 **each**. You will be informed of the total copying charges. If you are unable to pick up your copies, you may pay for the postage and have the documents mailed to you. We require all fees be paid prior to copying your documents. There is no fee for the inspection of public records. We will respond to your request within five (5) business days (excluding holidays) of receiving your request, with an estimate of the time we anticipate it will take to comply with your request.

SIGNATURE OF PERSON REQUESTING INFORMATION

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FOR OFFICE USE ONLY

Date Request Received
Date Mailed Or Called For Pick Up
Number Of Copies/Copy Charges Due
Public Records Officer Signature