



**BETHEL SCHOOL DISTRICT**  
 516 East 176th Street • Spanaway, WA 98387  
 253 683-6000

**Request for Information  
 Public Disclosure Law (RCW 42.56)**

The District shall acknowledge a written request from any person for inspection and copying of any public record or records within five business days. The District may respond by providing the requested record(s), denying the request, in whole or in part and the reasons for the denial, or acknowledging receipt of the request and providing a reasonable estimate of the time required for the District to respond.

Name <i>(please print)</i>	
Address	
Phone	
Email	

Specification of the records or types of records requested: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Paper copies are billed at 15 cents per copy with payment due at the time the documents are mailed or picked up. The cost for electronic records will be determined based on the records requested and their mode of delivery.

State whether you want to first inspect the documents, or have them copied without your inspection and mailed or emailed to you:  
 \_\_\_\_\_

If the request is for a list of individuals, please be advised that RCW 42.56.070(8) does not authorize the District to release such information for any commercial purposes unless otherwise expressly required by law. For such requests you are required pursuant to RCW 42.56.080 to state its purpose:  
 \_\_\_\_\_

\_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

*Return this form to the Public Records Officer, Human Resources  
 Bethel School District, 516 176<sup>th</sup> St E, Spanaway, WA 98387.  
 For further information, please call 253 683-6023, or FAX 253 683-6019.*