

Business Standards and Accountability

401 5th Avenue, Suite 900
Seattle, WA 98104

206-263-8252 Fax 206-205-3945

TTY Relay: 711

www.kingcounty.gov/health



REQUEST FOR PUBLIC RECORDS

Instructions: Print out this form and complete the information. Mail the form with attention to:

Patrick Vanzo, Public Disclosure Officer
Business Standards and Accountability Section
Public Health - Seattle & King County
401 5th Ave, Suite 900
Seattle, WA 98104

Request Date: _____

Requestor Name: _____

Requestor Business Name (if applicable): _____

Requestor Phone: _____ Fax: _____

Requestor/Business Address: _____

City: _____ State _____ Zip: _____

Requestor Email: _____

Describe below, specific records being requested to enable us to respond to your request accurately and quickly. List the types of records needed such as; correspondence, violations, inspections, septic system design, etc. All environmental health requests associated with a location should have both a parcel number and street address referenced to assist in identifying records.

Time period for requested records (Ex: May 2006 - July 2007): _____

Please include your mailing address - many records are only available in hard copies and must be sent using US mail.

If you have questions regarding your request, call the Public Disclosure Officer at 206-263-8249 or by email: Compliance.Health@kingcounty.gov

Available in alternate format upon request pursuant to ADA.