

REQUEST FOR INFORMATION

The following information is necessary for us to process your request for data from local court records and the Judicial Information System (JIS). Please complete this form and return it to:

**LOWER KITTITAS COUNTY DISTRICT COURT
205 W 5th AVENUE ROOM 180
ELLENSBURG WA 98926
509-962-7511
FAX: 509-962-7575**

Your request is subject to approval under the provisions of JISCR 15, the JISC Data Dissemination Policy, and the local Data Dissemination Policy and Procedures. Upon Approval, the request will be forwarded to a programmer who will examine it and contact you to work out any necessary details. There is a charge for such reports as governed by JIS Committee Policy.

Name: (Please Print) _____

Agency or Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Day or Work Phone: _____ FAX No. _____

Information Requested (provide as much information as possible): _____

What will the information be used for: _____

To whom will the data be disseminated? _____

INFORMATION REQUESTED ON:

If this information concerns a named individual, please give necessary identifying information:

NAME: _____

ALIAS NAME (S): _____

SEX: M F DATE OF BIRTH (or age): _____

Date Information Needed: _____

The following fees will be charged for court records in the Lower Kittitas District Court.

Copies without a seal of court documents that are in paper format	\$.50/page
Copies without a seal of court documents that are in electronic format	\$.25/page
Certified paper copies of court document in any format (addition to per page cost)	\$5/document
Copy of electronic recording of proceeding	\$10/compact disc

I, the undersigned:

- Agree to use and distribute the information only as provided in the above referenced statement of intended use;
- Agree not to use for commercial purposes (Data Dissemination Policy IIIA(5));
- Agree to take reasonable precautions to prevent disclosure of information beyond the above referenced statement of intended use; and
- Certify, under penalty of law, that all the information supplied above is true and a complete description.

I certify, under penalty of law, that all the information supplied is true and a complete description.

Signature of Requestor

Date

Other comments from Requestor:

<p>FOR LOWER KITTITAS COUNTY DISTRICT COURT USE ONLY</p> <p>INFORMATION DISSEMINATED BY _____</p> <p>DATE INFORMATION DISSEMINATED _____</p>
