



Manson Fire Department

Chelan County Fire District 5

250 Manson Blvd.

P.O. Box D, Manson WA 98831-0438

Office: 509-687-3222 ~ Mansonfire.org

PUBLIC RECORDS REQUEST

- Processing timeframe within 5 business days, reference to RCW 42 Guidelines.
- Copy Charge is .15 cents per page.
- Send completed form via; U.S. Mail, Email to arnoldb@mansonfire.org or hand deliver to Station 51.

PRINT CLEARLY

Name of Requestor _____ Date _____ Time _____

Street Address _____ City _____ State _____ Zip _____

Mailing Address, if different _____ City _____ State _____ Zip _____

Phone Number _____ Email Address _____

RECORDS REQUEST

Date of Incident _____ Time of Incident _____ Location of Incident _____

Nature for Request/Other Info: _____

Signature of Requestor _____ Date _____ Time _____

Please indicate your preferences-below

____ Inspection only (No Charge)	____ PDF Emailed	____ Picked Up
____ Number of Copies Requesting (.15 cents per page will apply) ____ US Mail (postage fee will apply).		

OFFICE USE ONLY		
<input type="checkbox"/> Request Granted	<input type="checkbox"/> Request Denied	<input type="checkbox"/> Record Withheld / Redacted
If withheld or redacted, identify the exemption contained in RCW 42.17.310 and HIPPA Laws which authorizes the withholding of the record or part of the record: _____		

Approved By _____ Date _____ Paid: ____ Cash ____ CC ____ Check		