

**Admiral's Cove Beach Club Inc.
Club Records Request**

Name:

Mailing Address:

Date:

Phone:

email address:

Describe the records or information sought being as specific as your knowledge of the available records will allow.

State your reason for the request.

Format:

Review at Shelter

Copies

Copies will be charged at \$0.25 a page

Any information readily available electronically will be sent at no charge.

Fees for searching or copying these records will be borne by the requester at \$35.00 an hour if time is required by paid staff or contractors to fulfill request per the following excerpt from RCW 23.04.135:

"Cost of inspecting or copying shall be borne by such member except for costs for copies of articles or bylaws. Any such member must have a purpose for inspection reasonably related to membership interests. Use or sale of members' lists by such member if obtained by inspection is prohibited."

Per RCW 23.04.135 (above) If my request includes a list of members, I certify under penalty of perjury under the laws of the state of Washington that this information will be held completely confidential. I understand that Admiral's Cove Beach Club Inc does not warrant the accuracy or completeness of data obtained electronically.

Signature of Requestor

Date