



## Request to Review or Duplicate Public Records

Date Stamp Recd

<b>Name:</b> Heather Kelly		
<b>Company or Firm (if applicable):</b>		
<b>Mailing Address :</b>		
<b>City State Zip :</b>		
<b>Contact Telephone No.(s):</b>		
<b>Email:</b> pnwresearch24@gmail.com		<b>Preferred Method of Contact:</b> Email
Complete as many of the following items as are known or are pertinent. The records request process will be more efficient as long as the description is clear and concise to records maintained in the city administrative offices. The city has no intent to know why records are requested.		
<b>Records Requested:</b> <u>Please see attached.</u>		
<b>Property Address (if applicable):</b>		
<b>Year(s) Record Issued:</b>		
<b>Date needed:</b>		
<b>Preferred Format:</b> <input type="checkbox"/> Photocopy <input checked="" type="checkbox"/> Email <input type="checkbox"/> View Only		
<p>Note: The City will make an effort to have the records assembled by the preferred date and format specified and you will be contacted when the records you requested are ready. Most records are available for inspection but are the property of the City of Normandy Park. NOTHING CAN BE ALTERED, ADDED, OR REMOVED FROM CITY RECORDS. Copies of most documents may be made for a nominal fee, large requests may require installment payments.</p> <p>Copies of documents or lists of individuals may not be utilized for commercial purposes.</p> <p>This Request for Public Records will be maintained as a portion of the public record. It is possible that the City of Normandy Park will notify the affected party, owner and/or representative of your request to review a record.</p> <p>Allowing the inspection and copying of public records by the City of Normandy Park is not meant to waive or restrict any copyright, proprietary or other rights in said documents.</p>		

I certify that I have read and agree to comply with the above conditions.

Heather Kelly

Print Name

Signature

Date

Office Use - Cost: \_\_\_\_\_ TR # \_\_\_\_\_ Date Paid: \_\_\_\_\_

Updated May 2014

Records Request Form Side 2

## Search Criteria

[illegible]

Other Pertinent Information:

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Under the Washington Public Records Act, §42.56 et seq., I am requesting any/all of the following records from the Normandy Park Police Department:

1) A list of all vehicle pursuit incidents that your agency was involved in from 2019 through 2023, as a line-level data extract from your records management system (RMS), including incident date, report number, and any/all other RMS data fields that are not required to be redacted by law;

2) Policy manuals, rules, and regulations for your agency relating to vehicle pursuits, including record-keeping and data collection on pursuits, that were in effect between 2019 and 2023;

3) Summaries of vehicle pursuit data for your agency, such as what may be contained in internal and/or external publications (annual reports, newsletters, presentations to government officials, etc.) produced between 2019 through 2023.

This information is not being sought for commercial purposes. The Washington Public Records Act requires a response to this request be made within five (5) business days. If access to the records I am requesting will take longer than this amount of time, please contact me with information about when I might expect copies or the ability to inspect the requested records.