August 22, 2018

VIA ELECTRONIC MAIL

Public Disclosure Requests
Washington State Department of Commerce
PO Box 42525
Olympia, WA 98504-2525
publicdisclosure@commerce.wa.gov

Re: Public Records Request

Dear Public Records Officer:

Pursuant to the Public Records Act (PRA), Chapter 42.56 Revised Code of Washington (RCW), American Oversight makes the following request for records.

Requested Records

American Oversight requests that the Department of Commerce (Commerce) produce the following records within five business days:


Where possible, please provide responsive material in electronic format by email or in PDF or TIF format on a USB drive. Please send any responsive material being sent by mail to American Oversight, 1030 15th Street NW, Suite B255, Washington, DC 20005. If it will accelerate release of responsive records to American Oversight, please also provide responsive material on a rolling basis.

American Oversight understands that if the records are produced electronically,¹ as American Oversight has requested, no fees will be assessed.

Conclusion

We share a common mission to promote transparency in government. American Oversight looks forward to working with Commerce on this request. If you do not understand any part of this request, have any questions, or foresee any problems in fully releasing the requested records, please contact Dan McGrath at foia@americanoversight.org or 202.897.4213. Also, if American

¹Public Records Request – Washington State Department of Commerce, STATE OF WASHINGTON DEPARTMENT OF COMMERCE, http://www.commerce.wa.gov/media-center/public-records-request/ (“There is no fee for electronic records that are provided electronically.”)
Oversight may be assessed fees—contrary to the agency’s statements that no such fees are assessed for electronic productions—please contact us immediately upon making such a determination.

Sincerely,

[Signature]

Austin R. Evers
Executive Director
American Oversight