



King County

Department of Judicial Administration

Barbara Miner

Director and Superior Court Clerk

(206) 296-9300 (206) 296-0100 TTY/TDD

REQUEST FOR INFORMATION / DATA DISSEMINATION

Please complete and return this form to:

Department of Judicial Administration

Attn: Arnold Bahr

516 Third Avenue

Seattle, WA 98104-2386

or

Email: Arnold.Bahr@kingcounty.gov

****Do not send payment with this form. You will be invoiced at a later date.****

The information you provide below is necessary to process your request for data from KC-SCRIPT. Your request is subject to approval. 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 JISC policy. If you have questions about this form, please contact the Data Dissemination Coordinator at (206) 477-3033.

Name:		
Agency or Company:		
E-mail Address:		
City:	State:	Zip:
Day or Work Phone: (with area code)		Fax Number: (with area code)

Information Requested (provide as much detail as possible and attach additional pages if necessary):
What will the information be used for?
To whom will the data be disseminated?
If this information concerns a named individual, please give necessary identifying information (i.e. date of birth, driver's license number, most current address, etc.):

Date information is needed:	Medium Requested: <input type="checkbox"/> CD <input type="checkbox"/> Paper <input type="checkbox"/> E-mail Attachment

The following fees are applied to information requests that require generation of a report from JIS. Fees do not include printed copies of electronic documents such as dockets or screen prints.

Administrative Costs

- Data Warehouse Evaluation/Research/Programming: \$55.00/Hour
- Data Reporting Evaluation/Research: \$54.00/Hour
- CPU Minutes: \$12.00/Minute
- Administrative Fee: \$50.00/report

Material Costs

- Hardcopy: \$1.00/Page
- Electronic File: No Charge

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 the data received under this request for the commercial solicitation of individuals named in the records (Data Dissemination Policy III.C; GR31(g)(3));**
- **Agree to pay, unless payment is waived, the cost quoted or invoiced by the Department of Judicial Administration;**
- **Understand that the Department of Judicial Administration make no representation as to the accuracy or completeness of the data;**
- **Agree to indemnify and hold harmless the Department of Judicial Administration from any claims or damages arising from the use and distribution of the information responsive to this request; and**
- **Certify, under penalty of law, that all the information supplied above is true and a complete description.**

Signature of Requestor:	Date: