



# Research Request Form

For alternate formats, call 206-296-6600

Email Request to [permitrecords@kingcounty.gov](mailto:permitrecords@kingcounty.gov)

WALK IN      EMAIL      VOICE MAIL

Request Date	<input type="text"/>	File Number	<input type="text"/>
Name	<input type="text"/>	Daytime Phone	<input type="text"/>
Company	<input type="text"/>	Mobile Phone	<input type="text"/>
Email	<input type="text"/>		
Mailing Address	<input type="text"/>		

## Information Requested

Site Address	<input type="text"/>
Parcel No.	<input type="text"/>

Please describe your research interests below:

*If you would like to receive files as part of a **Public Records Act request** (RCW 42.56) please submit an email to [permitrecords@kingcounty.gov](mailto:permitrecords@kingcounty.gov) and write "Public Records Act request" in the subject line, or call 206-296-6600. For all regular information requests, complete this form and submit to [permitrecords@kingcounty.gov](mailto:permitrecords@kingcounty.gov).*

**Research Request**, continued

**Department of Local Services – Permitting  
Copy Charges**

*FOR STAFF USE ONLY*

<b>COPY SIZE</b>	<b>MATERIAL</b>	<b>PER COPY</b>	<b>NUMBER OF COPIES</b>	<b>TOTALS</b>
8.5" x 11" OR 8.5" x 14" OR 11" x 17" (B/W or color)	Copy paper	15 cents each	_____	_____
18" x 24" OR 24" x 36"	Engineering copy	60 cents each	_____	_____
USB Thumb Drive		\$3.00		_____
Certified copy		\$2.00 for first page and \$1.00 for each additional page		_____
Postage				_____
<b>Total Cost</b>				<b>_____</b>

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NOTES:

Check out the Permitting web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits)