

# RIVERCOM 911 REQUEST FOR PUBLIC RECORDS

Mail or Email request form to:

**RIVERCOM 911**

**P.O. Box 3344, Wenatchee, WA 98807 / PHONE: 509-662-4650 / EMAIL: [publicdisclosure@rivercom911.org](mailto:publicdisclosure@rivercom911.org)**

<b>REQUESTING PARTY INFORMATION</b> <i>Please print legibly</i>			
Name of Requestor:			
Requesting Agency (if applicable):			
Mailing Address:			
City, State, and Zip:			
Phone Number:		Email Address:	

<b>TYPE OF RECORDS REQUESTED</b> <i>Please check records requested</i>			
<input type="checkbox"/>	Audio recording of 911 call – Provided on CD		
<input type="checkbox"/>	Audio recording of all 911 calls related to incident – Provided on CD		
<input type="checkbox"/>	Audio recording of radio traffic – Provided on CD	Start Time:	End Time:
<input type="checkbox"/>	Call Log – Paper Copy (Non-radio traffic provided in paper form)		
<input type="checkbox"/>	Other Record – Description:		
<b>Additional or Special Instructions:</b> (For example, search for “key words”)			

<b>INCIDENT INFORMATION</b>			
<b>INCIDENT NUMBER:</b>		<b>DATE OF INCIDENT:</b>	
Type of Incident:		Time of Incident:	
Location of Incident:			
Name of Persons Involved:			

*I certify under penalty of perjury under the laws of the State of Washington that the information obtained through this request will not be used for commercial purposes. I understand and acknowledge that RIVERCOM 911 does not warrant the accuracy or completeness of information contained in public records or any data provided electronically.*

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<b>REQUESTING PARTY SIGNATURE</b>	<b>DATE</b>	<b>PLACE</b>
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We will respond to your request within 5 business days. Completed requests will be mailed to the address provided, unless another means of distribution has been pre-arranged.

Recordings of 911 calls are retained for a period of 90 days from the date of the incident. Records may be redacted in accordance with RCW 42.56 or other statutes as applicable.