



Scott Lake Maintenance Company
2631 114th Way SW, Olympia, WA 98512
(360) 352-4787 Office
(360) 584-4453 After-Hours
office@scottlake.net
<https://scottlake.net>

Records Request Form

Copies provided will be charged at a rate of 15 cents per page
Reasonable charges for providing access to records may also be imposed

Requestor information

Requestor Name		
Scott Lake Property Address		
Mailing Address		
City	State	Zip Code
Phone Number	Email Address	
Description of requested records: Please provide as many details as possible, including the applicable date/range of requested records. This will assist us in identifying the records responsive to your request.		
Request for: Record Examination Appointment <input type="checkbox"/> Record Copies <input type="checkbox"/>		
Any lists of individuals requested is not to be used for commercial purposes. By signing below, I certify that I will not use the requested records for commercial purposes in the event that a list of individuals is included in the records provided.		
Date	Name (please print)	Signature

You may submit your request by using any of the following methods:

- Email: office@scottlake.net
- In person: Scott Lake Maintenance Company – 2631 114th Way SW, Olympia, WA 98512
- Mail: Scott Lake Maintenance Company – 2631 114th Way SW, Olympia, WA 98512