Lynnwood Municipal Court
Request for Review of Records Officer's Decision

Under General Court Rule GR 31.1, the requester may appeal the decision of the public records officer within 90 calendar days. To initiate a review, please complete this form and send the request electronically to prevoir@lynnwoodwa.gov or by US Mail to Paulette N. Revoir, Public Records Officer, Lynnwood Municipal Court 19321 44th Ave W, Lynnwood WA 98036.

An internal review will be held within five business days of the date the request was received. Additional information about the review process may be found on the reverse of this form.

Information about the person making this request for review:

Name (typed or printed): _____

Address: _____
Street City State Zip Code

Telephone: ( ) _____ ( ) _____ FAX: ( ) _____

E-mail Address: _____

Signature: _____

Date of decision _____

The name or description of the records that were not released or not released entirely:

_____

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The reason you believe the public records officer's decision may be incorrect: It is important to be as specific as possible.

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