



PO Box 1666, 415 N 6<sup>th</sup> Street, Bldg 8, Shelton WA 98584,  
Shelton: (360) 427-9670 ext 400 ❖ Belfair: (360) 275-4467 ext 400 ❖ Elma: (360) 482-5269 ext 400  
FAX (360) 427-7787

**INFORMAL REQUEST FOR ENVIRONMENTAL HEALTH RECORDS**

Requested by: \_\_\_\_\_ Date: \_\_\_\_\_

Mail  Pick-up  E-mail  Fax Fax Number: \_\_\_\_\_

**To:**  
Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

This form may be scanned and available for public view on the Mason County Web site.

**Please copy the checked forms:**

Onsite septic system records

Parcel Number: \_\_\_\_\_

Site Address: \_\_\_\_\_

Other \_\_\_\_\_

Special Instructions: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date Completed: \_\_\_\_\_

This form is not an official Public Records Request. To submit an official Public Records Request go to the Mason County web site to download the form at:

[http://www.co.mason.wa.us/forms/commissioners/public\\_records\\_request.pdf](http://www.co.mason.wa.us/forms/commissioners/public_records_request.pdf)

Public Records Requests must be submitted to the appropriate department's Records Officer.