



LAW LIBRARY REQUEST FOR PRIORITY ACCESS

To receive consideration, this request must indicate an exceptional need regarding actions related to your sentence, confinement, civil rights, and/or child dependency and must be completed in its entirety. Use a separate form for each case. Failure to do so may result in the inability to process your request.

Date

Requestor name

DOC number

Facility

Housing unit

Identify the deadline date for which you are seeking priority access: This must be within 45 days of this request. If there is a letter, court order, or other document relating to the deadline you may attach a copy to assist in verifying the deadline.

Case type: Sentence Confinement Civil rights Child dependency

Court in which you have the deadline:

Case, cause, or docket number:

Identify which rule or statute imposes the deadline:

Comments:

Approved Denied

Reason:

Separatees checked (if applicable)

Requestor signature Date

Law Librarian/designee name Signature Date

The contents of this document may be eligible for public disclosure. Social Security Numbers are considered confidential information and will be redacted in the event of such a request. This form is governed by Executive Order 00-03, RCW 42.56, and RCW 40.14.

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