

Washington State Public Disclosure Commission
Personal Financial Affairs Statement
Reporting Modification RENEWAL

Application Instructions

State law allows filers of the F-1 Personal Financial Affairs Statement to seek a modification or suspension of reporting some information. (RCW 42.17A.120).

To request a renewal of a previously granted partial reporting modification:

- (1)** Complete your Personal Financial Affairs Statement (F- 1) (For residential address exemptions: answer "yes" when asked if you are planning on requesting a residential address exemption from the Commission. For requests to not report business customers: list only those that would be reportable if the Commission grants the modification. Answer "no" if there would be no reportable payments/clients);
- (2)** Review your previously granted modification;
- (3)** Answer all applicable questions on this application. All applicants **must** complete questions #1, #3 and #4;
- (4)** Include an email address for the PDC to use for correspondence regarding your request; and
- (5)** Return this application, the signed certification (if waiving personal appearance at the public hearing) and your completed F-1 to the PDC.

Applications are due March 10th for annual filers, or prior to the two-week deadline for candidates and new appointees.

Your request, including the F-1, this Application Questionnaire and a copy of your previously granted modification application, will be presented at a public hearing.

You are not required to participate at the hearing. If you will not be attending the hearing in person or by telephone, you must complete and sign the attached certification prior to submission.

The Commission can grant your request in full, grant part of your request, deny your request, or ask for additional information to be heard at a future public hearing.

An order will be issued to you by e-mail with the Commission's decision.

Questions? Contact PDC staff at (360) 753-1111; 1-877-601-2828 (toll-free in Washington State) or by e-mail at pdc@pdc.wa.gov.

Please note: A filer who held the office of judge, sheriff, or prosecutor, or whose spouse, registered domestic partner, or adult dependent held one of those offices during the reporting period of an F-1 is statutorily eligible to not reveal their personal residential address and does not need a modification.

Application Questionnaire

Applicant Information

Filer Name (as it appears on the F-1): _____

Office Held or Sought: _____

Period Covered by Request (calendar year or previous 12 months): _____

Please answer each question below. **Please note that this application and any documents submitted for consideration are public documents subject to the Public Records Act RCW 42.56.**

- 1. EMAIL ADDRESS.** Pursuant to RCW 42.17A.055, email is the official means of communication for the PDC. Please supply an email address to use for correspondence with you about your request.

Email address: _____

- 2. CURRENT CUSTOMER (OR LAW FIRM CLIENT) LIST, IF APPLICABLE.** Are you requesting a renewal of a previously granted partial exemption from disclosing the business customers (or law firm clients) listed on the F-1? Per WAC 390-28-090, you may be required to provide list of customers or law firm clients for each reporting period for which the modification is applicable.

If applicable, are you providing a list of current customers (or law firm clients) as required pursuant to the partial modification you were granted for the previous reporting period?

Yes No

- 3. CONFLICT RECUSAL.** If any matter coming before you at the public entity you serve involves a conflict of interest between your personal interests and your public duties, will you recuse yourself from that matter, regardless of whether you have disclosed that personal interest on an F-1 form?

Yes No If you answered no, please explain why not.

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- 4. I HAVE REVIEWED MY INITIAL REPORTING MODIFICATION AND ANY SUBSEQUENT RENEWAL REQUESTS AND CERTIFY THAT THERE ARE NO CHANGES TO THE FACTS RELATED TO MY REQUEST EXCEPT AS NOTED IN THIS APPLICATION.**

(By typing my full name above I CERTIFY that the above statement is true and correct)

**Certification for an Application
for a Reporting Modification or Suspension
When Applicant Is Waiving Personal Appearance
At the Hearing
(Notary Not Required)**

I am waiving my personal appearance at the hearing regarding my request for a reporting modification or suspension, and request that the Commission consider the information provided in my written application. I certify under penalty of perjury under the laws of the State of Washington that the facts set forth in the attached application for a reporting modification are true and accurate to the best of my actual knowledge or belief.

List the date of the application request: _____

Entity or name of individual requesting reporting modification: _____

By printing your full name below, you CERTIFY that the information in this waiver is true and correct.

Applicant's full printed name: _____

Business street address: _____

City, state and zip code: _____

Telephone number: (____) ____ - ____

E-Mail Address: _____

Date Signed: _____

Place Signed (City and County):
_____ City _____ County _____

*RCW 9A.72.040 provides that: "(1) A person is guilty of false swearing if he makes a false statement, which he knows to be false, under an oath required or authorized by law. (2) False swearing is a gross misdemeanor."

PLEASE SEND THIS SIGNED CERTIFICATION VIA E-MAIL TO THE PDC WITH YOUR MODIFICATION REQUEST.