

# PRO SE DEFENDANT REQUEST FOR DISCOVERY

To: Auburn City Prosecutor

The undersigned hereby states and declares, under penalty of perjury of under the laws of the State of Washington, as follows:

1. I am the defendant in the case pending before the King County District Court-South Division-Auburn Courthouse; and
2. The cause number of my case is \_\_\_\_\_; and
3. I am NOT represented by an attorney.\*

I hereby request the following:

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**Pursuant to Washington State Court Rule CrRLJ 4.7(a)(2), discoverable materials shall be made available within 21 days of arraignment or within 21 days of receipt of a demand for discovery, whichever is later.**

Name (print): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ City & State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in Auburn, Washington.

\_\_\_\_\_  
Signature

**Please return to City Attorney, 25 West Main St, Auburn, WA 98001 or fax to (253) 931-4007**

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**For Internal Use Only**

Date received by City Attorney: \_\_\_\_\_ By: \_\_\_\_\_

Defendant  is  is not represented by an attorney

\*If a defendant is represented by an attorney, any communication between the defendant and the city prosecutors, including requests for discovery, MUST be through that attorney.

**DISCOVERY DEMAND PROCESS:** Demands for discovery shall be directed to the City Attorney. Upon receipt of a completed written demand for discovery form, the City Attorney shall evaluate and determine whether the requested records are exempt by law from inspection or copying, in whole or in part. Within twenty-one (21) business days of the receipt by the City Attorney of the written demand for discovery form, the City Attorney shall either (1) provide the discovery to the pro se defendant; or (2) deny the demand for discovery due to defendant being represented by an attorney.

**Records exempt from public inspection and copying include, but are not limited to, the following:**

1. Personal Information in files maintained for employees, appointees, or elected officials, to the extent that disclosure would violate their right to privacy, as defined in RCW 42.17.255.
2. Information required of any taxpayer in connection with the assessment or collection of any tax if the disclosure of the information to other persons would be prohibited to such persons by RCW 82.32.330 or violate the taxpayer's right to privacy, as defined in RCW 42.17.255 or result in unfair competitive disadvantage to the taxpayer.
3. Specific intelligence information and specific investigative records compiled by investigative, law enforcement, and penology agencies, the nondisclosure of which is essential to effective law enforcement or for the protection of any person's right to privacy as defined in RCW 42.17.255.
4. Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with investigative, law enforcement, or penology agencies, other than the public disclosure commission, if disclosure would endanger any person's life, physical safety, or property, provided that if at the time a complaint is filed the complainant, victim or witness indicates a desire for disclosure or nondisclosure, such desire shall govern.
5. Test questions, scoring keys, and other examination data used to administer a license, employment, or academic examination.
6. Except as provided by chapter 8.26 RCW, the contents of real estate appraisals, made for or by any agency including the City, relative to the acquisition or sale of property, until the project or prospective sale is abandoned or until such time as all of the property has been acquired or the property to which the sale appraisal relates is sold, but in no event shall disclosure be denied for more than three years after the appraisal.
7. Valuable formulae, designs, drawings, and research data obtained by the City within five years of the request for disclosure when disclosure would produce private gain and public loss.
8. Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended except that a specific record shall not be exempt when publicly cited by the City in connection with any City action.
9. Records which are relevant to a controversy to which the City is a party but which records would not be available to another party under the rules of pretrial discovery for causes pending in the superior courts.
10. Records, maps, or other information identifying the location of archaeological sites in order to avoid the looting or depredation of such sites.
11. Financial and commercial information and records supplied by businesses during applications for loans or program services provided by Chapters 43.160, 43.163, 43.168, and 43.330 RCW.
12. All applications for public employment, including the names of applicants, resumes, and other related materials submitted with respect to an applicant.
13. The residential addresses and residential telephone numbers contained in the personnel records, employment or volunteer rosters, or mailing lists of employees or volunteers.
14. The residential addresses and residential telephone numbers of the customers of a City utility contained in the records or lists held by the City utility of which they are customers.
15. Client records maintained by the City under any domestic violence program as defined in RCW 70.123.020 or rape crisis center as defined in RCW 70.125.030.
16. Information that identifies a person who, while a City employee: (i) seeks advice, under an informal process established by the City, in order to ascertain his or her rights in connection with a possible unfair practice under chapter 49.60 RCW against the person; and (ii) requests his or her identifying information not be disclosed.
17. License applications under RCW 9.41.070
18. Information revealing the identity of child victims of sexual assault who are under age eighteen. Identifying information means the child victim's name, address, location, photograph, and in cases in which the child victim is a relative or stepchild of the alleged perpetrator, identification of the relationship between the child and the alleged perpetrator.
19. A law enforcement authority may not request inspection or copying of records of any person which belong to a City electrical utility, unless the authority provides the City electrical utility with a written statement in which authority states that it suspects that the particular person to whom the records pertain has committed a crime and the authority has a reasonable belief that the records could determine or help determine whether the suspicion might be true.
20. Veteran discharge records.
21. Records to prevent and respond to terrorist act, and records for vulnerable infrastructure and security of computer and telecommunications networks.
22. Any other record that is exempt from disclosure under any state law.