



City of Napavine

407 Birch Ave SW P O Box 810 Napavine, WA 98565
Phone: (360) 262-3547 Fax: (360) 262-9199

Mayor Nicholas W. Bozarth
Mary Todd, Clerk-Treasurer

The City of Napavine, a municipal government agency with utility services, Community Development, Public Works, Police Department and Municipal Court. The City of Napavine's central office is located at 407 Birch Ave SW, Napavine, Washington.

Any person wishing to request access to public records of City of Napavine, or seeking assistance in making such a request should contact the public records officer of the City of Napavine.

Public Records Officer: Mary Todd, Clerk-Treasurer

City of Napavine
407 Birch Ave SW
P O Box 810
Napavine, WA 98565
360-262-3547 extension 222
Fax Number: 360-262-9199
E-mail: mtodd@cityofnapavine.com

The public records officer will oversee compliance with the act but another City of Napavine staff member may process the request. Therefore, these rules will refer to the public records officer "or designee." The public records officer or designee and the City of Napavine will provide the "fullest assistance" to requestors; create and maintain for use by the public and City of Napavine officials an index to public records of the City of Napavine, if applicable; ensure that public records are protected from damage or disorganization; and prevent fulfilling public records requests from causing excessive interference with essential functions of the City of Napavine.

The cost per page is fifteen cents (.15) for photo copies set by RCW 42.56.120. There is no fee to inspect records; however the Clerk's Office requests an appointment be made to inspect records.