PUGET SOUND REGIONAL FIRE AUTHORITY
INTERNATIONALLY ACCREDITED FIRE AGENCY

Professionally and compassionately helping people.

Frequently Asked Questions

Public Records Requests

What cities does Puget Sound Fire provide records for?

The Cities of Covington, Kent, Maple Valley, SeaTac, and Tukwila.

What is a public record?

A public record is any record containing information relating to the conduct of government business, which is prepared, owned, used, or retained by an agency.

Do Puget Sound Fire's firefighters wear bodycams?

No. Department staff do not wear bodycams.

To what agency do I submit my public records request?

Puget Sound Fire provides fire and EMS services to multiple jurisdictions and there are different submission requirements for varying types of records requests.

Within Covington: Land use/building records: submit to the City of Covington. Fire records: submit to Puget Sound Fire.

Within Kent: Land use/building records: submit to the City of Kent. Fire records: submit to Puget Sound Fire.

Within Maple Valley: Land use/building records: submit to the City of Maple Valley. Fire records: submit to Puget Sound Fire.

Within SeaTac: Land use/building records: submit to the City of SeaTac. Fire records: submit to Puget Sound Fire.

Within Tukwila: Fire records prior to 01/01/2022 and all land use/building records: submit to the City of Tukwila. Fire records: submit to Puget Sound Fire.

What happens after I submit my request?

Puget Sound Fire has five business days to acknowledge receipt of your request. An agency must provide an initial response to the requestor. The initial response must do one of four things:

(a) Provide the record;

(b) Acknowledge that the agency has received the request and provide a reasonable estimate of the time it will require to further respond;

(c) Seek a clarification of the request and if unclear, provide to the greatest extent possible a reasonable estimate of time the agency will require to respond to the request if it is not clarified; or

(d) Deny the request.

The day the request is received does not count. Weekends and holidays observed by the agency are also excluded in calculating business days. Puget Sound Fire typically fulfills requests within five business days. However, for larger requests Puget Sound Fire may need more time to search, gather and prepare records for release and may provide records in installments on a rolling basis. Installments are provided in 30-day increments and will be fulfilled as quickly as possible with the least number of installments as possible. An agency may seek further clarification of an "unclear" or partially unclear request.

Responsive records are provided to the requestor by email unless otherwise noted in your request.