

**From:** [Leider, Mary \(SAO\)](#)  
**To:** "Rita"  
**Subject:** RE: SAO Response to PRR #7600  
**Date:** Tuesday, February 25, 2025 6:15:00 AM  
**Attachments:** [image001.png](#)

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Dear Ms. Bauer,

In response to your email below, the SAO WAC 48-13-030 on submitting a request requires contact information, as follows:

**(3) Making a request for public records.**

(a) Any person wishing to inspect or obtain copies of public records of the state auditor's office should make the request in writing by letter, fax, or email addressed to the public records officer or using the office's website form located at: <http://www.sao.wa.gov>. Records requests should include the following information:

- Name of requestor;
- Address of requestor;
- Other contact information, including telephone number and email address;
- Identification of the public records adequate for the public records officer or

designee to locate the records; and

- The date and time of day of the request.

Also, many times we want physical addresses from requestors in case we have to go to court seeking a court order or in case a third party wishes to seek a court order. We can't serve requestors with notice unless we have a physical address. In other instances the address is necessary because we have had to mail things to people in the past due to incorrect email or if they require hard copy or records on USB or DVD. Hopefully this helps.

Sincerely,



Mary Leider, CPRO  
Public Records Officer, [Office of the Washington State Auditor](#)  
(564) 999-0919 (find me anywhere via Teams)  
Let us help you improve your cyber health: [#BeCyberSmart](#).

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**From:** Rita <RitaBauer@proton.me>  
**Sent:** Monday, February 24, 2025 2:10 PM  
**To:** Leider, Mary (SAO) <leiderm@sao.wa.gov>  
**Subject:** Re: SAO Response to PRR #7600

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External Email

Any explanation then? Or do I need to contact the AG about it?

On Monday, February 24th, 2025 at 2:06 PM, Leider, Mary (SAO) <[leiderm@sao.wa.gov](mailto:leiderm@sao.wa.gov)> wrote:

Dear Ms. Bauer,

The Office of the Washington State Auditor has received and completed our response to your message sent in via our website, as follows.

***This form seems to suggest that you have to be a US citizen to request records because that is how your address form is set up. Is that true? You are requiring fields that you cannot require and making US citizenship a requirement. Again, you cannot require that.***

In response, this message is not a public records request. Since you have not requested any records from our office, we are considering this closed.

Sincerely,



Mary Leider, CPRO  
Public Records Officer, [Office of the Washington State Auditor](#)  
(564) 999-0919 (find me anywhere via Teams)  
Let us help you improve your cyber health: [#BeCyberSmart](#).