

Begin Time:

End Time:



## DEPARTMENT OF COMMUNITY DEVELOPMENT

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Web: [www.co.jefferson.wa.us/communitydevelopment](http://www.co.jefferson.wa.us/communitydevelopment)

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# Customer Assistance Intake Form

**Help us provide you the information you need by filling out this form.**

This is a public information form, the contents of this form is available to view by the public.

- The first 15 minutes of staff time is free.
- After the first 15 minutes, a minimum of one hour will be charged at the rate of \$100.00 a hour with additional time over one hour billed in 15 minute increments.
- Please complete form and submit to the address or email above and a staff member will contact you.
- Our goal is to respond within 14 calendar days of the request.

<i>Office Use Only</i>
Receipt #:
Check /CC #:
Date Paid:
Received By:

NAME:				DATE:
EMAIL ADDRESS:				
MAILING ADDRESS:				
TELEPHONE: (HOME)		(CELL)		

CAM #

**PLEASE NOTE:** Information and guidance provided through Customer Assistance is advisory only and is based on information provided by the customer. This is not intended to be an exhaustive review of all potential issues. Any discussion or information provided shall not bind or prohibit the County's future implementation or enforcement of all applicable laws and regulations. No statements or assurances made by County representatives shall in any way relieve the applicant of his or her duty to submit an application consistent with all relevant requirements of County, state and federal codes, laws, regulations, land use plans, and other requirements.

Your Signature: \_\_\_\_\_

