

**SUPERIOR COURT OF THE STATE OF WASHINGTON
FOR SAN JUAN COUNTY**

350 Court Street, No. 7
Friday Harbor, WA 98250
TEL (360) 370-7480 FAX (360) 370-7485

Kathryn C. Loring
Judge

Jane M. Severin
Court Administrator

**Request for External Review of
Presiding Judge's Internal Review Decision**
General Rule 31.1(d)(4)(ii)

Under General Court Rule GR 31.1, the requester may ask for an external review of the Presiding Judge's internal review decision by either filing a civil action in Superior Court (GR 31.1 (d) (4)(i) or by asking a visiting judge for an informal review (GR 31.1(d)(4)(ii). A request for informal review by a visiting judge must be made within 30 days of the issuance of the Presiding Judge's internal review decision. To initiate an informal review by a visiting judge, please complete this form and forward it to the Superior Court PRO by 1) delivering it to Superior Court Administrative Offices, 350 Court Street, Second Floor – County Courthouse, Friday Harbor, WA 98250, or 2) mailing it to Superior Court Administrative Offices, 350 Court Street #7, Friday Harbor, WA 98250, or 3) emailing it to supctpro@sanjuanco.com.

The external review by a visiting judge shall be informal and summary. The decision of the visiting judge may be reviewed in Superior Court pursuant to a writ of mandamus, prohibition or certiorari.

Requestor Information:

Printed Name: _____
Last First MI

Physical Address: _____
Street City State Zip Code

Mailing Address: _____
City State Zip Code

Telephone: () _____ () _____ FAX: () _____

E-mail Address: _____

Signature: _____ Date: _____

I hereby request an external review by a visiting judge of the following internal review decision:
Internal Review Decision dated: _____, Records Request Number: _____

The name or description of the requested records that were not released or were not released entirely: _____

The reason you believe the internal review decision of the Presiding Judge was incorrect (It is important to be as specific as possible): _____
