

Begin Time:

End Time:



DEPARTMENT OF COMMUNITY DEVELOPMENT

621 Sheridan Street, Port Townsend, WA 98368
Tel: 360.379.4450 | Fax: 360.379.4451
Web: www.co.jefferson.wa.us/communitydevelopment
E-mail: dcd@co.jefferson.wa.us

Customer Assistance (CAM) will require fees for all services starting July 1st , 2019 with new walk-in hours Monday –Thursday 10:30am-12pm

Customer Assistance Intake Form

- 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 \$94.00 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.

This CAM meeting will be entered into our database for tracking and therefore will be available to the public through our website as well as for walk in requests per the Public Records Act, a state law found at RCW 42.56.

Your Signature: _____

Information Requested – List all questions and any information you need addressed. Attach additional sheets of paper if necessary.

Property Description

9-DIGIT PARCEL NUMBER (from Property Tax Statement):
PROPERTY ADDRESS:

<i>Office Use Only</i>	

CAM #
