REQUEST PUBLIC LAWYER DISCIPLINE RECORDS

WSBA PUBLIC DISCIPLINE RECORDS
To request public discipline records from WSBA, email your request to Allison Sato, Disciplinary Board Clerk, at allisons@wsba.org.

Newer public discipline records are stored electronically, and you will not be charged a copying or scanning fee for those records. However, if you are requesting a large volume of records, we may have to mail them to you on a CD, in which case the compact disc and mailing fees below will apply. If you wish to receive the records in paper form, the copying and mailing fees below will apply.

Older records are not stored electronically, and will need to be copied or scanned subject to the fees below.

- Paper copies: $0.15 per page
- Scanned documents: $0.15 per page
- Compact discs: $0.36 each
- Mailing costs: $0.25 per envelope, plus First Class U.S. Postage

WSBA may require a deposit or full payment before the records are provided. In addition, WSBA charges $30 per hour for research services required to fulfill a request taking longer than one hour (fee assessed starting with the second hour).

We will acknowledge your request and respond to it as soon as possible. You will receive an acknowledgment no later than 14 days after you send your request and, in most cases, you will receive the public discipline records you requested – if the records exist – within 30 days of your request. If we anticipate that a request may take longer than 30 days to fulfill, we will let you know. In many cases, however, we are able to respond much sooner.

WHAT WE CAN SEND YOU

- Decisions and pleadings in public discipline cases
  
  Your request must be specific enough for us to identify what you are asking for and whether we have those records. Please identify the disciplinary matter by lawyer name, WSBA number, or proceeding number.

- Supreme Court pleadings in some cases
We try to maintain copies of Supreme Court pleadings and can send you what we have. We do not receive copies of all Supreme Court pleadings, however.

WHAT WE CANNOT SEND YOU

- Nonpublic documents
  
  This includes records related to disability proceedings, and records about pending or dismissed grievances against lawyers (but not records made public when a grievance has been ordered to a public hearing or the lawyer has received an admonition).

- Anything covered by a protective order

SUPREME COURT LAWYER DISCIPLINE RECORDS
To request Supreme Court records, send your request to Supreme@courts.wa.gov, or refer to the Washington Courts’ website for more information.