

State of California Division of Workers' Compensation

Request for Public Records

Routine requests should be made to your local district office. Click here for local district office locations. Date received Party/Representing a party Due date ☐ Not a party (Response Due: Immediately or within 10 days from date of request) Requester Information [Voluntary unless seeking personal or individually identifiable information] Name Company DWC Authorization Number [Copy, Legal & Investigative Services] Representing Business Address Alternative Address City, State, ZIP Code Telephone (business) Fax E-Mail Description of Records Requested/Initial Contact with Requesting Party: Inspection Will Come Copying WCAB File No .: Injured Workers Name: Other: Is Request for Purposes of Pre-Employment Screening? (If yes, DWC shall send notification letter to injured worker) X No Yes For Requests for Personal Information or Individually Identifiable Information, state the purpose for which the information will be used and provide proof of identity and address. Name of DWC Employee-Initial Contact: If other than routine request email: <u>DWC_PRA@dir.ca.gov</u> Public Records Act Request Form SIGN: May 2011 DATE: