



STATE OF WASHINGTON
BOARD OF PILOTAGE COMMISSIONERS

2901 Third Avenue, Suite 500 | Seattle, Washington 98121 | (206) 515-3904 | www.pilotage.wa.gov

**SUBMITTAL GUIDELINES FOR
SETTING THE NUMBER OF PILOTS**

WAC 363-116-065

Submissions, questions, and requests for data will become part of the public record for the 2019 process of setting the number of pilots in the Puget Sound Pilotage District. Please adhere to the following instructions for submission procedures:

1. Questions or data requests from Interested Parties:
 - In letter form and, on letterhead
 - Emailed to BeverJ@wsdot.wa.gov, or mailed to 2901 Third Avenue, Suite 500, Seattle, WA 98101, or faxed to (206) 515-3906.
 - Please follow the standard 12 point font, 1" margins format.
 - BPC will inform you if the request cannot be completed, either because the BPC does not have the information or because staff doesn't have time to complete all requests. We ask that Interested Parties indicate high priority requests.
 - Requests must be submitted by EOB April 26, 2019.

2. Submissions from Interested Parties:
 - Format is at the discretion of the submitter. However, please use 12 point font and 1" margins.
 - Emailed to BeverJ@wsdot.wa.gov, mailed to 2901 Third Avenue, Suite 500, Seattle, WA 98101, or faxed to (206) 515-3906.
 - If submission is more than 10 pages, please provide 15 hard copies and 1 electronic copy to the BPC office.
 - Submittals due by EOB May 6, 2019.