# Subject: Lead in Cosmetics Request for Confidential Treatment of Information

[Date]

Kimberly Grieves, Consumer Products Regulatory Unit Supervisor

Washington Department of Ecology
Hazardous Waste and Toxics Reduction Program
PO Box 47600
Olympia, WA 98504-7600

Dear Kimberly,

I hereby certify that the following information meets the requirements of chapter 43.21A.160 RCW[[1]](#footnote-2) for confidential treatment.

## Information we request Ecology to keep confidential

[Identify which information you request we keep confidential. If your request for confidential treatment includes information in the Lead in Cosmetics Data Collection Template, please refer to the specific tab(s) and cell(s) or column(s) in the data collection template. For example, tab 3- General Information, cells 1B Manufacturer and 4B Submitter Name and Contact Information.]

## Justifying the need for confidentiality

[Provide justification for your request to grant confidentiality. This will ensure that we can process your request in a timely manner, without needing to ask for further clarification. You can provide information on both bullet points listed below. The more details you include in your request, the more likely we will grant your request. Your justification and supporting information helps afford reasonable transparency to the public and legal defensibility for Ecology’s rulemaking record.]

As specified in RCW 43.21A.160, please provide explanations and certify that:

* Information in the document(s) relates to processes or production unique to your company.

OR

* Disclosing information in the document(s) may adversely affect your competitive position.

## Additional information to support this request

[In considering the request, the Director of the Department of Ecology must determine that a grant of confidential treatment of the document(s) will not be detrimental to the public interest. You can provide additional information to assist the director in making this determination.]

I understand that if granted, the director’s grant of confidentiality protection will include the conditions described in Appendix 2 of the [Lead in Cosmetics Data Collection Information Sheet](https://apps.ecology.wa.gov/publications/SummaryPages/2504029)[[2]](#footnote-3).

You can reach me at [email address] or [phone number] with questions about my request.

Sincerely,

[Name] [Title]
[Company Name]

1. https://app.leg.wa.gov/RCW/default.aspx?cite=43.21A.160 [↑](#footnote-ref-2)
2. https://apps.ecology.wa.gov/publications/SummaryPages/2504029 [↑](#footnote-ref-3)