

RESOLUTION
LOGAN FISCAL COURT

WHEREAS, KRS Chapter 61 and Annual Periodicals published by Kentucky Attorney General Office set forth the minimum responsibilities of a governmental entity comply with the Kentucky Open Records Act.

WHEREAS, Logan County Fiscal Court desires to formalize out internal regulations governing open records request.

NOW, THEREFORE, LET IT BE RESOLVED AS FOLLOWS:

Pursuant of KRS 61.870 to 61.884, the public is notified that, as provided herein, the public records of the above named Agency of the Commonwealth of Kentucky are open for inspection by any person eligible for such records as governed by KRS Chapter 61 on written application to Logan Chick, Logan County Judge- Executive office custodian of the Logan County Fiscal Court whose address is 200 West 4th Street, P.O. Box 365 Russellville, KY., from 8:00 am to 4:00 pm, Monday through Friday, each week, except holidays. Application forms for the inspection of the public records of this agency will be furnished on request to any person by an employee in this office. A sample Request Form is attached. Email requests for records should be sent to open records and should include a mailing address.


Applicants for the inspection of public records shall be advised of the availability of the records requested for inspection, and shall be notified in writing not later than five (5) working days after receipt of an application for inspection of any reason the records are not available for public inspection.

Copies of written material in the public records of this agency shall be furnished to any person requesting them on payment of a fee of ten (10) cents per page: copies of non-written records (photographs, maps, materials stored in computer files or libraries, etc.) shall be furnished on request, on payment of a charge equal to the actual cost of the producing copies of such records by the most economic process not likely to damage or alter the record.

LOADED FOR RECORD
SCOTTIE HARPER
LOGAN COUNTY CLERK, KY
2021 OCT 13 AM 9:51

A copy of this page and the Attached Request to Inspect Public Record Form shall be posted on the Logan County Fiscal Court website located at www.logancountyky.gov. Open record requests for records of the other elected official's offices should be directed to that elected official or to his/ her designee. This resolution was adopted by the Logan County Fiscal Court in the regularly scheduled meeting, called to order on the 12th day of October 2021.

This the 12th day of October, 2021.



Logan Chick
Logan County Judge - Executive

ATTEST:



Clerk, Logan Fiscal Court

Request to Inspect Public Record

Pursuant to in the Kentucky Open Records Act (" the Act"), KRS 61.870 *et seq.*, the undersigned requests to inspect the public records which are described below.

Requester's contact information.

Name: _____

Mailing Address: _____

Email Address (if applicable): _____

Records to be inspected: _____

Statement regarding the use of public records. KRS 61.870(4) defines " commercial purpose" as "the direct or indirect use of any part of public record or records, in any form, for sale, resale, solicitation, rent, or lease of a service, or any use by which the user expects a profit either through commission, salary, or fee." However, "commercial purpose" does not include the publication or related use of the public record by a newspaper or periodical, by a radio or television station in its news or informational program, or by use in the prosecution or defense of litigation by the parties to such an action or their attorney.

This request is (choose one):

- NOT for a commercial purpose; or
- FOR a commercial purpose.

Statement regarding residency. I further state I am a resident of Kentucky because I am (please check one):

- An individual residing in the Commonwealth; or
- A domestic business entity with a location in the Commonwealth; or
- A foreign business entity registered with the Kentucky Secretary of State; or
- An individual that is employed and works at a location within the Commonwealth; or
- An induvial or business entity that owns real property within the Commonwealth; or
- An individual or business entity that has been authorized to act on behalf of individual or business entity listed above; or
- A news gathering organization as defined in KRS 189.635(8)(b) 1a. to e.

Signature: _____ Date: _____

Pursuant to KRS 61.876(4), the Office of Attorney General has promulgated by administrative regulation this form. *See* 40 KAR 1:040.