

NOTICE

ADMINISTRATIVE REGULATIONS GOVERNING

INSPECTION OF THE PUBLIC RECORDS OF

McCreary County Fiscal Court

Pursuant to 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 on written application to Randy Jones, Finance Officer / Deputy Judge Executive, official custodian of the public records of McCreary County Fiscal Court, whose address is PO Box 579, Whitley City, KY 42653, from 8:30 a.m. to 4:30 p.m., 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. Assistance in completing the application form will be provided by an employee on request. You may also obtain a digital copy of the form on our website at <http://mccrearycounty.com/>

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 three (3) working days after receipt of an application for inspection of any reason the records requested 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 twenty-five (25) cents per page; copies of non-written records (photographs, maps, material stored in computer files or libraries, etc.) shall be furnished on request, on payment of a charge equal to the actual cost of producing copies of such records by the most economic process not likely to damage or alter the record. Payment for copies must be made in advance. Postage and material fees will also be assessed and payment will be required in advance, if the applicant requires us to mail copies to them.

This the 3rd day of January 2017

Randy Jones

Finance Officer / Deputy Judge-Executive / Records Custodian