



# Cherokee County Clerk's Office

**Taylor Brown**

Cherokee County Clerk  
Cherokee County Election Officer

## Kansas Open Records Request

Requester \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Date Requested \_\_\_\_\_

|                                     |                                                                          |             |              |        |       |
|-------------------------------------|--------------------------------------------------------------------------|-------------|--------------|--------|-------|
| <input checked="" type="checkbox"/> | <b>FEE SCHEDULE BELOW</b>                                                | Email _____ | Pickup _____ | Cost   | Total |
| <b>SEARCH FEE</b>                   |                                                                          |             |              |        |       |
|                                     | Per Quarter Hour Per Staff Member                                        |             |              | \$4.50 |       |
| <b>INFORMATION FEE</b>              |                                                                          |             |              |        |       |
|                                     | Price Per Name Requested                                                 |             |              | \$.01  |       |
|                                     | Price Per Page if Request is to be Printed (Additional Charge if Mailed) |             |              | \$.50  |       |

**PLEASE LIST ANY SPECIFIC CRITERIA FOR YOUR REQUEST (I.E. NAME, ADDRESS, PHONE NUMBER, DATES, ETC.)**

---

---

---

The Kansas Open Records Act (KSA 45-215 et seq.) guarantees citizens the right to inspect or obtain copies of public records that are not exempt from disclosure by specific provisions of law. Citizens have a right to obtain a copy of any County agency's procedures for access to records, and to request assistance from the County Freedom of Information Officer. An agency may require that requests be submitted in writing; this form is provided for convenience. If a request is denied, the agency must provide specific reasons for denial.

I \_\_\_\_\_, as the requester of the records described above, hereby state that consistent with KSA 45-230, I do not intend to, and will not use any list of names or addresses contained in or derived from the records or information for the purpose of selling or offering for sale any property or service to any person listed or to any person who resides at any address listed; or sell, give or otherwise make available to any person any list of names or addresses contained in or derived from the records or information for the purpose of allowing that person to sell or offer for sale any property or service to any person listed or to any person who resides at any address listed. I do declare or certify under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct.

\_\_\_\_\_  
Signature of Requester

\_\_\_\_\_  
Date