

**CITY OF FLEMINGSBURG KENTUCKY  
OPEN RECORDS REQUEST FORM**

Name of Requestor: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

SPECIFIC RECORD(S) REQUESTED (Indicate whether you are requesting copies or to review the records. If this is not indicated, it will be assumed you are reviewing copies. If you reside within Fleming County you may be required to review copies before copies will be made.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cost of copies and any postage must be paid in advance of receiving the copies. Copies will be made at the cost of .10 per page.

Select one: This must be completed.

Request if for \_\_\_\_\_ noncommercial OR \_\_\_\_\_ commercial purpose.

I hereby certify the information provided in this request is true and accurate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

**A PERSON WHO VIOLATES KRS 61.874 (INDICATING WHETHER RECORDS ARE REQUESTED FOR COMMERCIAL OR NONCOMMERCIAL PURPOSE) SHALL BE LIABLE TO CITY OF FLEMINGSBURG KENTUCKY FOR DAMAGES, COSTS, AND PENALTIES TO THE AMOUNT ESTABLISHED BY LAW**

**Return completed application to:  
City of Flemingsburg Kentucky  
140 West Electric Avenue  
Flemingsburg, Kentucky 41041  
(606) 845-5951**

**FOR CITY OF FLEMINGSBURG KENTUCKY USE ONLY**

Date received: \_\_\_\_\_

By: \_\_\_\_\_

Latest date to respond: \_\_\_\_\_

Date responded: \_\_\_\_\_

Disposition: \_\_\_\_\_

Fees Charged:

Photocopies \_\_\_\_\_

Media \_\_\_\_\_

Postage \_\_\_\_\_

Staff\* \_\_\_\_\_

Other \_\_\_\_\_

TOTAL \_\_\_\_\_

\*Only for commercial requests