



## The Kansas Open Records Act (KORA)

### YOUR RIGHTS

- To inspect and obtain copies of public records which are not exempted from disclosure by a specific law.
- To obtain a copy of the agency's policies and procedures for access to records and to request assistance from the agency's Freedom of Information Officer.
- To receive a written response to your request within three (3) business days. To bring a private law suit or to file a complaint with the Kansas Racing and Gaming Commission if you feel you are wrongfully denied records.
- The response may inform you that it will take additional time to produce the records. Reasons for additional time may include voluminous records, complicated request parameters, unresolved legal issues, or difficulty in accessing archived records.
- The response may deny your request, in whole or in part. If the request is denied, the agency must identify generally the records to be denied and the specific legal authority for the denial.

### YOUR RESPONSIBILITIES

- You must request records -- written, photographic, or computerized. The Kansas Open Records Act (KORA) does not require the KRGK to answer questions or prepare reports.
- KRGK may require you to put your request in writing, and you must provide proof of your identity, if requested.
- Reasonable fees, not exceeding actual cost, may be charged for access to records, copies of records, and staff time for processing your request.

### WHAT RECORDS ARE AVAILABLE

Most records maintained by public entities are open for public inspection and copying. Records commonly requested include, but are not limited to:

- Statutes
- Regulations
- Policies
- Minutes/Records of open meetings
- Agency budget document

### EXCEPTIONS TO THE OPEN RECORDS ACT

The KORA recognizes that certain records contain private or privileged information. The Act lists several exceptions to KORA disclosure, including:

- Personnel information of public employees
- Medical treatment records
- Records protected by attorney-client privilege
- Records closed by rules of evidence
- Notes and preliminary drafts
- Criminal investigation records
- Records the disclosure of which is restricted or prohibited by a Tribal State Gaming Compact
- Records specifically exempt from disclosure under the Kansas expanded lottery act (KELA) and the Kansas pari mutuel racing act
- Other types of records generally not related to racing and gaming, which can be found in K.S.A. 45-221
- KRGK is only required to provide public records that already exist. There is no requirement for any agency to create a record upon request.