

ADDENDUM TO
WARREN COUNTY REGIONAL JAIL OPEN RECORDS REQUEST

1. Are the requested records to be used for commercial purposes? _____ YES _____ NO
2. Please state the commercial purposes for which these records will be used. _____
- _____

Carefully read the following and sign the verification:

Kentucky Revised Statute 61.874 states, it shall be unlawful for a person to obtain a copy of any part of a public record for a:

- (a) Commercial purpose, without stating the commercial purpose; or
- (b) Commercial purpose, if the person uses or knowingly allows the use of the public record for a different commercial purpose; or
- (c) Noncommercial purpose, if the person uses or knowingly allows the use of the public record for a commercial purpose.

According to Kentucky Revised Statute 61.875, a person who violates KRS 61.875 shall be liable to Warren County for damages in the amount of:

- (a) Three (3) times the amount that would have been charged for the public records if the actual commercial purpose for which it was obtained or used had been stated;
- (b) Costs and reasonable attorney's fees; and
- (c) Any other penalty established by law.

VERIFICATION

I, _____, state that I have read the forgoing Addendum to Warren County Regional Jail Open Records Request and that the statements therein are true and correct as I verily believe. I understand that falsification of this information is subject to penalties set out hereinabove. I also understand that if I am requesting copies for a commercial purpose, I will be required to pay a fee for the cost of the copies as well as the cost of staff required to produce a copy of the record or records and cost to Warren County of the creation, purchase or other acquisition of the public records.

Signature of Applicant

COMMONWEALTH OF KENTUCKY)
) ss.
COUNTY OF WARREN)

SUBSCRIBED AND SWORN to before me by _____ on this
Day of _____, 20_____.

NOTARY PUBLIC, STATE AT LARGE, KY

My commission expires: _____

WARREN COUNTY REGIONAL JAIL OPEN RECORDS REQUEST FORM

Telephone 270-843-4606

Fax 270-843-5317

1) REQUEST

IS THE INFORMATION REQUESTED TO BE USED FOR COMMERCIAL PURPOSES? Y / N

Commercial purpose is the direct or indirect use of any part of a public record, 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. *ADDENDUM REQUIRED*

Name: Telephone No.:

Address:

Request to Inspect the Following Public Records (Be Specific and Specify Format of Records):

(If more space is needed, use back of this form or provide attachment)

Request for copies: YES, I agree in advance to pay for copies of the above requested records.

NO

Applicant's Signature: Date:

2) RECEIPT OF REQUEST:

This application received by:

DATE:

TIME: A.M./P.M

Signature of Person Receiving Application:

Request forwarded to: / A.M./P.M. Date/Time

3) RESPONSE TO REQUEST:

This section to be completed by person responding to request.

() The public records requested are available for inspection in the Office of

And may be viewed or copies received on at A.M./P.M.

() The public records requested are not available at this time OR inspection is denied for the following reason(s):

Signature/Title of Approving Official Department Date/Time A.M./P.M.

Signature of Notifier

Date/Time Applicant Notified of Response