

Policy: Appendix - Kansas Open Records Act Procedures (Form A-3) 218.01a

JOHNSON COUNTY COMMUNITY COLLEGE
RECORD INSPECTION REQUEST DENIAL

TO: _____(Name of Requester)

_____(Address)

Your request, dated _____, 199_, for inspection of the following record has been denied:

(Title or Description of Record Requested)

The undersigned Record Custodian has determined that:

____ The record requested, as described above, is not a record which is made, maintained, kept by or in possession of the college.

____ The record requested is not required to be disclosed under the Kansas Open Records Act _____ (cite section of Act relied upon).

____ Access to the record requested is restricted under federal or state law _____ (cite law relied upon).

It is your right to challenge this denial by means of a legal action brought in _____ District Court.

(Record Custodian)