## Lorain County Board of Elections PUBLIC RECORDS POLICY

Except as otherwise provided by state or federal law, records filled in this office of the board of elections are open to public inspection during normal office hours, pursuant to the following reasonable regulations. Whoever prohibits any person from inspecting the pubic records of this board is subject to the penalties of section <u>3599.161</u> of the Revised Code.

## THE COMPLETE POLICY AND ANY PUBLIC RECORDS MAY BE OBTAINED AS FOLLOWS:

CONTACT PERSON: Paul R. Adams, Director

LOCATION: Lorain County Board of Elections

CONTACT TIMES: 8:30 a. m. - 4:30 p.m.

COST: Records may be inspected without cost

Paper copies are  $5\phi$  per page (1<sup>st</sup> five are free), unless a specified fee is otherwise established by law.

Copies in other medium are charged at actual cost.

Payment for copies must be made in advance. Correct change or checks made payable to Lorain Board of Elections. Once invoice receipt has been received by the Lorain County board of Elections, documents will be released.

AVAILABILITY: Records will be made available promptly and within a reasonable time to allow exempt information to be redacted in accordance with Ohio Revised Code 149.43.