



GOVERNMENTAL ETHICS COMMISSION

<https://ethics.kansas.gov>

Policy 2024-02: Open Records Act Requests

A vast majority of the documents maintained by the Commission are of public record and are generally publicly available on the Commission's website. Additionally, please note that the Secretary of State is the official repository of many records the Commission has in its possession. However, for public records that are not available on the Commission's website, individuals may submit an open records request pursuant to the Kansas Open Records Act, K.S.A. 45-201 *et. seq.*

To request copies of public records that are not otherwise publicly available on the website, please send a written request to 901 S. Kansas Avenue, Topeka, KS 66612 or to the Commission's email at kgec_ethics@ks.gov addressed to "Kansas Governmental Ethics Commission KORA Representative." The written request must contain (1) the requestor's name, phone number, and physical or email address and (2) the public records the individual is requesting, identified with as much specificity as possible.

The Commission may charge and require advance payment of a fee for providing access to or furnishing copies of the requested public records, subject to K.S.A. 45-219.

Pursuant to K.S.A. 45-221, the Commission reserves the right to refuse to produce the requested public records if such records are not required to be disclosed under KORA. Additionally, subject to the limitations of K.S.A. 45-218(e), the Commission reserves the right to refuse to produce the requested public records if a request places an unreasonable burden in producing public records or if the Commission's KORA Representative has reason to believe that repeated requests are intended to disrupt other essential functions of the public agency.

Additional copies of this policy, Commission regulations, applicable statutes, and guidance documents are available on the Commission's website, <https://ethics.kansas.gov/>. Questions about this policy may be directed to the Commission's Executive Director or General Counsel via email at kgec_ethics@ks.gov.