

## Access to Public Records

Hussey- Mayfield Memorial Public Library, as a public agency, abides by the Access to Public Records Act outlined in Indiana Code (I.C. 5-14-3). Information requested will be made available in a reasonable amount of time, but please keep in mind the following:

- Some information is exempt from disclosure and will be considered confidential by the Library.
- Parts of some information may be exempt from disclosure and must be separated out before delivery. If this occurs, it will take more time to make the information available.
- There is no charge for viewing public records. However, any costs associated with reproducing such records (printing, photocopying, etc.) are the responsibility of the person or persons making the request.

For detailed information, please refer to the *Handbook on Indiana's Public Access Laws* published by the Office of the Indiana Public Access Counselor and available at [https://www.in.gov/pac/files/pac\\_handbook.pdf](https://www.in.gov/pac/files/pac_handbook.pdf).

The Indiana Code may be found at <http://iga.in.gov/legislative/laws/2016/ic/>.