

**PUBLIC RECORDS INSPECTION APPLICATION**  
**CITY OF GLASGOW, KENTUCKY**  
**Telephone 270-651-5131 Fax 270-651-2511**  
**(KRS 61.870-61.991 & Code of Ordinances Ch. 34)**

**1. REQUEST:**

IS THE INFORMATION REQUESTED TO BE USED FOR COMMERICAL PURPOSE?? \_\_\_\_ Yes \_\_\_\_ No  
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.

**2. Please state the commercial purposes for which these records will be used.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Address: \_\_\_\_\_

**Request to Inspect the Following Public Records (be specific):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**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 61.874 shall be liable to the City of Glasgow for damages in the amount of:

- a) Three (3) times the amount that would have been charged for the public record 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.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_