



**LINCOLN TRAIL AREA DEVELOPMENT DISTRICT  
OPEN RECORDS OR PUBLIC INSPECTION REQUEST (KRS CHAPTER 61)**

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

**Statement regarding the use of public records.** KRS 61.870(4) defines “commercial purpose” as “the direct or indirect use of any part of a public record or records, 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.” However, “commercial purpose” does not include the publication or related use of the public record by a newspaper or periodical, by a radio or television station in its news or informational program, or by use in the prosecution or defense of litigation by the parties to such an action or their attorney.

**Please Note:** Please detail your request in the box below. Write legibly & be specific to ensure fulfillment of your request. Include identifying information (ie: requests for proposal) along with the specific documents. Without the descriptive name and/or identifying number, the request will be deemed non-responsive.

**Choose your preferred method of receiving documents (choose only one):**

**THIS REQUEST IS FOR COMMERCIAL  
PURPOSE**

Electronic (email) (free, unless for a  
Commercial Purpose)

USB Drive (\$5.00 per USB Drive plus postage)

Inspect Documents onsite (free, unless for a  
Commercial Purpose)

Paper Copies (\$.10 fee each page + postage)

**SEND COMPLETED FORM TO: Executive director via [executivedirector@ltadd.org](mailto:executivedirector@ltadd.org), (270) 769-2993 (fax) or  
in person at 750 South Provident Way, Elizabethtown, KY 42701**

**\*\*Please note:** If you choose to receive documents via email and the responsive material is more than 8MB, the documents will be produced via USB Drive and mailed. An invoice, including applicable postage costs, will be sent **PRIOR** to producing the documents.

**REQUESTOR'S INFORMATION:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City/State and Zip Code

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
FAX Number

\_\_\_\_\_  
Email Address

**Statement regarding residency.** I further state that I am a resident of Kentucky because I am (please check one):

- An individual residing in the Commonwealth; or
- A domestic business entity with a location in the Commonwealth; or
- A foreign business entity registered with the Kentucky Secretary of State; or
- An individual that is employed and works at a location within the Commonwealth; or
- An individual or business entity that owns real property within the Commonwealth; or
- An individual or business entity that has been authorized to act on behalf of an individual or business entity listed above; or
- A news-gathering organization as defined in KRS 189.635(8)(b)1a. to e.

Signature:

Date: