

# KANSAS BOARD OF ACCOUNTANCY

Landon State Office Building  
900 SW Jackson Street, Ste. 556S  
Topeka, KS 66612-1239

PHONE: (785) 296-2162  
FAX: (785) 291-3501  
EMAIL: info@ksboa.state.ks.us



SUSAN L. SOMERS  
EXECUTIVE DIRECTOR  
www.ksboa.org

## FEES FOR REQUEST TO PROVIDE COPIES OF PUBLIC RECORDS

Name \_\_\_\_\_

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

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

Fax Number: \_\_\_\_\_

Documents Requested (PLEASE BE SPECIFIC): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Photocopy Charge: \$.25/single copy x \_\_\_\_\_ copies = \$ \_\_\_\_\_

Fax Charge: \$.25/page x \_\_\_\_\_ copies = \$ \_\_\_\_\_

E-mail : \$5.00 for Registered Firms \$ \_\_\_\_\_

\$5.00 for Licensees \$ \_\_\_\_\_

Please provide e-mail address here : \_\_\_\_\_

Computer Disks: (Comma delimited format)

\$10.00 for Registered Firms \$ \_\_\_\_\_

\$10.00 for Licensees \$ \_\_\_\_\_

**NOTE: A STAFF PER HOUR COST MAY BE ASSESSED FOR REQUESTS OF RECORDS (OTHER THAN E-MAILS AND COMPUTER DISKS OF FIRMS AND LICENSEES). FOR REQUESTS OTHER THAN FIRM/LICENSEE E-MAIL OR COMPUTER DISKS, CONTACT THE BOARD OFFICE FOR THE HOURLY STAFF RATES AND AN ESTIMATE OF THE TOTAL STAFF TIME (IF APPLICABLE) AND RESULTING FEES THAT WILL BE CHARGED FOR YOUR REQUEST. WE WILL IN TURN SEND THIS FORM BACK TO YOU WITH THE ESTIMATED COST.**

**TOTAL ESTIMATED COST OF PRODUCTION:** \$ \_\_\_\_\_

**FORM OF PAYMENT:** CHECK  CREDIT CARD

Credit Card (check one): VISA  MASTERCARD  AMERICAN EXPRESS  DISCOVER

CREDIT CARD # \_\_\_\_\_

EXP. DATE (MO/YR) \_\_\_\_\_

CARDHOLDER'S SIGNATURE \_\_\_\_\_

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## KANSAS OPEN RECORDS ACT CERTIFICATION

Pursuant to the Kansas Open Record Act, I am requesting copies of the following public records that are in the custody of the Kansas Board of Accountancy (Board). ***Please be specific as to the records you are requesting, and the intended use of such information.***

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Neither you nor any person within your organization intends to, and will not: (A) Use any list of names or addresses contained in or derived from the records of information for the purpose of selling or offering for sale any property or service to any person listed or to any person who resides at any address listed; and will not (B) sell, give or otherwise make available to any person any list of names or addresses contained in or derived from the records or information for the purpose of allowing that person to sell or offer for sale any property or service to any person listed or to any person who resides at any address listed.

Signature \_\_\_\_\_  
Printed Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_