



Louisville Metro Air Pollution Control District Open Records Request Form

As the regulatory agency for air pollution in Jefferson County, APCD maintains records documenting the activities at the District. The District makes these records available to the public under *Kentucky Revised Statutes (KRS) 61.870-61.884, the Open Records Policy of Louisville Metro Government, and APCD Regulation 1.08*. APCD staff will respond to you within three working days of receipt to inform you when the documents will be made available. Please note that not all of APCD records are available for public inspection, certain records qualifying for exemption can be viewed via KRS 61.878. APCD will provide the requested documents through email whenever possible. If your request requires a payment to APCD, that payment is required *PRIOR* to the release of records. Payment should be made to: Louisville Metro Air Pollution Control District. Payment must be made for the exact amount, submitted in cash or check. Please contact the District's Records Coordinator to schedule an appointment to inspect records in person.

Please provide the information below to obtain records from APCD's electronic database

Today's Date: ___/___/___

Business/Organization Name (If Applicable): _____

Are you a media organization? Yes No

Will the Record be used for Commercial Purposes? Yes No

General Purpose for Request: Environmental Assessment Other

Preferred Method of Receipt: Electronic Paper Inspect in Person

Requestor Contact Information

Requestor Name _____

Street Address _____

City, State _____

Postal / Zip Code _____

Requestor Email _____

Requestor Phone Number () - ext.

Requestor Fax Number () - ext.

Select the type(s) records:

- Notices of Violations Investigations
- Complaints Permits
- Asbestos Other _____

Timeframe (MM/DD/YYYY): From: ___/___/___ To: ___/___/___

Please Provide Description of the Records or Specific Search Criteria:

Records are most easily retrieved by company name, address, and date.

Search Limitations: Company Only Site Address Only Both

Submit to:
Open Records Coordinator
Louisville Metro Air Pollution Control District
850 Barret Ave.
Louisville, Kentucky 40204-1745
Phone: (502) 574-6000 Fax: (502) 574-5306
AirRecords@louisvilleky.gov

APCD Internal Use Only
Date Received:
Processed By: