

**Records Never Open to Public Access**

(including but not limited to-)

**X** Personal Identifying Information

**X** Grand Jury Dockets

**X** Personnel Files

**X** Expunged Files

**Fees for access to Public Records**

Whenever possible, Lee County supplies public records at little or no cost. But the agency may charge reasonable fees as follows to cover cost:

\$1.00 per page . . . copies

\$10 per hour . . . clerical assistance

\$40 per hour . . . technical or professional assistance

**All Requests Must Be Submitted In Writing To-**

Camille Roberts Dulaney  
Lee County Circuit Clerk  
Post Office Box 762  
Tupelo, Mississippi 38802  
Telephone 662-432-2300  
Fax 662-680-6079

*camille368@hotmail.com*

# Public Records Request/Report

Requestor Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Records Requested- *(Please provide clear, concise description with dates, if applicable. Attach a separate page if needed.)*

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

Notify me if fee exceeds:  \$10  \$25  \$50

## Agency's Response - \_\_\_\_\_ Date

*\*(We will answer or refer your request within 7 days of receipt)*

Request Received By \_\_\_\_\_

Title \_\_\_\_\_ Location \_\_\_\_\_

Records Produced And Provided By \_\_\_\_\_

Fee For Access \_\_\_\_\_

Requestor Informed By \_\_\_\_\_

Fee Collected By \_\_\_\_\_

Fee Closed By \_\_\_\_\_

Request Sent To Legal Staff By \_\_\_\_\_

Legal Staff-

Request Approved By \_\_\_\_\_

Request Denied By \_\_\_\_\_

Reason \_\_\_\_\_

\_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_