



The Oklahoma Horse Racing Commission (OHRC) complies with the Oklahoma Open Records Act (51 O.S. § 24A.1 seq.). OHRC records are available for public inspection and copying, except for records which are confidential under state and federal law.

A public body may charge a fee only for recovery of the reasonable, direct costs of record copying or mechanical reproduction.

Fee Schedule for Costs of Reproduction:

- a. \$.25 per page for photocopies of records up to "8 ½ x 14" or smaller
- b. \$1.00 per page for certified copies
- c. Copies of other media (e.g., CD-ROM, flash drive, etc.) shall be actual cost of reproduction, including labor and flash drive
- d. \$1.00 per page for fax
- e. Postage-The charge for mailing shall be the actual cost of the postage or alternative form of delivery

A written copy of OHRC's fee schedule shall be posted at the principal office, with the county clerk and on our web site at www.ohrc.ok.gov

However, if the request is solely for a commercial purpose or would clearly cause disruption of the essential functions of the public body, then a reasonable fee may be charged to recover the direct costs of record searching and copying.

Fee Schedule for Requests Subject to Additional Recovery Costs:

OHRC reserves the right to recover the actual cost of record search and copying, including labor, if the information requested is not readily available or requires an extended amount of time to retrieve. If you submit a request that is subject to additional recovery costs, you will be provided with an estimate before the work begins.

- a. 0-1 hour, no charge
- b. \$5 per every subsequent 30-min increment or portion there of exceeding past the 1st hour up to 5 hours total any request exceeding 5 hours will be subject to the excessive disruption fee (c)
- c. \$25 per hour fee for commercial requests or those that cause an excessive disruption of office functions (OHRC defines an "excessive disruption" request as one that requires more than 5 hours of actual employee work time to compile).
- d. \$80 per hour fee when computer programming is required on a customized request (fee is set by Office of Management and Enterprise Services).
- e. \$85 per hour fee when additional legal support is required (fee is at the rate charged to state agencies for legal support by Office of the Attorney General).

All fees for copies, including delivery or mailing fees, must be paid by check or money order payable to OHRC, before the documents are provided.