



# **Delaware County Public Records Policy**

**Delaware County has a public records policy adopted pursuant to O.R.C. § 149.43.**

**Records and Public Records are defined respectively in R.C. §§ 149.011(G) and 149.43(A)(1).**

**Public records are available Monday through Friday during regular office hours, excluding legal holidays.**

**For assistance in reviewing public records and/or obtaining copies of public records, please contact this office's records custodian: Jamie Upchurch at  
(740) 833-2232.**

**Public records will be prepared promptly and made available within a reasonable period of time.**

**If a public records request requires research and/or review, you will receive a written response and/or the records within a reasonable period of time.**

**See the posted fee schedule and/or the Delaware County Public Records Policy for the cost of copies.**