

How To Request A Record

Place a records request or ask questions regarding a request through the GOVQA Portal at:
kansashighwaypatrol.gov

- Be ready to provide a specific description of the record you seek.
- You may be asked to submit your request for information in writing.
- If asked to submit your request for information in writing, make your request as specific as possible to expedite the process.
- Most records will be produced within three business days from the time the request is received.
- If the request is delayed or denied, you will receive a written explanation for the delay or denial within those three days.

How To Get Additional Information

Additional information may be obtained at our web site:

www.KansasHighwayPatrol.org

Questions regarding a request may be submitted through the GOVQA Portal at:
kansashighwaypatrol.gov



Kansas Open Records Act (KORA)



This brochure pertains to laws current as of July 2025



122 SW 7th Street
Topeka, KS 66603
www.KansasHighwayPatrol.gov
(785) 296-6800
8:00-5:00 Monday-Friday

Your Rights
Your Responsibilities
What's Available

What records are not available

Most records maintained by public agencies are open for inspection and copying. However, the following types of records – among others – are protected from disclosure pursuant to the KORA:

- Arrest reports
- Criminal Investigation Records
- Car Camera or Body worn Camera videos
- Personnel Records

Your Responsibilities

- You must request the desired records - written, photographic or computerized. The Kansas Open Records Act (KORA) does not require an agency to answer questions, or prepare reports.
- An agency may require you to put your request in writing, and you must provide proof of your identity, if requested.
- Reasonable fees, not exceeding actual cost, may be charged for access to records, copies of records, and staff time for processing your request.

Your Rights

- You have the right to inspect and maintain copies of public records that are not exempted from disclosure by a specific law.
- You have the right to obtain a copy of the agency's policies and procedures for access to records and to request assistance from the agency's Freedom of Information Officer.
- You have the right to receive a written response to your request within three business days.
- The response may inform you that it will take additional time to produce the records. Reasons for additional time may include voluminous records, complicated request parameters, unresolved legal issues or difficulty in accessing archived records.
- The response may deny your request, in whole or in part. If the request is denied, the agency must identify generally the records denied and the specific legal authority for the denial.
- You have the right to bring a private law suit or to file a complaint with the Kansas Attorney General's Office or the county or district attorney if you feel you are wrongly denied records.



Exceptions to the Open Records Act

An agency is only required to provide public records that already exist. There is no requirement for an agency to create a record upon request or to answer questions.

The KORA recognizes that certain records contain private or privileged information. The Act lists several exceptions, including:

- Personnel information of public employees
- Medical treatment records
- Records protected by attorney-client privilege
- Records closed by the rules of evidence
- Criminal investigation records
- Records containing personal information compiled for Census purposes.
- Notes and preliminary drafts
- The entire list of exemptions is outlined in [K.S.A. 45-221](#)