

Public Records Policy

STATE OF WISCONSIN
Town of Rusk, Rusk County

The clerk of the Town of Rusk, Rusk County, Wisconsin, by this notice states that the clerk of the Town of Rusk has been designated under s. 19.33, Wis. stats., as the legal custodian of records for the Town of Rusk, except that elected officials are the custodians of their own records of office.

The public may obtain information and access to records in the custody of the clerk or other appropriate legal custodian, make requests for records, or obtain copies of records, and learn the costs of obtaining copies of records from the town clerk or other appropriate legal custodian as follows:

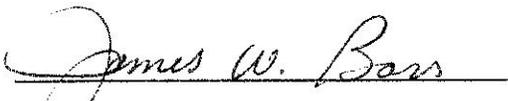
The town clerk does not maintain regular office hours at the location where records in the custody of the town clerk are kept. The Town has established 10 a.m. to 12 p.m. each Monday, during which access to the records of the Town in the custody of the clerk is permitted, except legal holidays when access shall be permitted on the following day. ~~The location of the records is: W16039 County Road D and N709 Cth F, Chetek, WI.~~ The town clerk will permit access to Town records in the custody of the clerk upon at least 48 hours' written or oral notice to the town clerk of the intent to inspect or copy a record.

The following are the fees for satisfying record requests under s. 19.35, Wis. stats.:

Search, Copy, Location & Relocation\$11.00 per hour
Copy's - 8 ½ " X 11" page\$.25 per page

Dated this 16th day of February 2012


Steven Zmrzek (Town Chairman)


James W. Barr (Town Clerk)