



Policy: Public Information

Policy Number: RM02

Effective Date: May 22, 2018

Editions:

Chapter 119 of the Florida Statutes advises the public is entitled to access all public records except documents meeting any of the exemptions identified in the [Florida Statutes 119.071](#).

According to section 119.011 (12) of the Florida Statutes, a public record is defined as:

All documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance of in connection with the transaction of official business by any agency.

ELCFV staff will ensure that all public records requests are responded to in a uniform and timely manner.