

## Open Records

In 2012, the Georgia General Assembly substantially revised the state's open meetings and open records laws.

### About Open Records Requests

The City of Doraville is dedicated to maintaining high levels of transparency and accessibility for all citizens. For each open records request received, the City of Doraville will respond with an estimated cost within three business days.

### Cost

By law, the first fifteen minutes of search and retrieval time are free and after that point all charges are assessed at the hourly rate of the lowest paid person capable of doing the work. Some documents can be provided electronically; however, if hard copies are required there is a small materials cost associated. Below is a breakdown of common materials costs:

Paper copies:           \$0.10 per page

3<sup>rd</sup> party printing:    Actual Cost

Requestors may indicate in their request the limit of what they are willing to pay before asking that a representative from the city contact them for confirmation.

### Making a Request

All Open Records Requests should be submitted to the City Clerk for the City of Doraville at:

[City.Clerk@doravillega.us](mailto:City.Clerk@doravillega.us)

or

**The City of Doraville  
3725 Park Avenue  
Doraville, GA 30340  
Attn: City Clerk**

Open records request forms may be downloaded using the following link:

<http://www.doravillega.us/wp-content/uploads/2008/05/ORR-Form.pdf>

**PLEASE NOTE: Accident / Incident reports are NOT considered open records. Please request those directly from Doraville Police Department Records Division**

Accident/Incident reports may also be obtained online using the self-service website:

<https://www.buycrash.com/>