

## **Arizona Department of Gaming**

### **Policy on Public Records Requests**

The Arizona Department of Gaming will work in good faith to comply with Arizona's public records laws. Anyone may ask to view any public record during the Department's business hours. Anyone may request copies of any public record.

After the Department receives a public records request, the Department will determine whether the records requested are public. If the records are public, the Department will produce the records to the requestor.

The following confidential information will be redacted and will not be released:

- Social Security numbers;
- Dates of birth and ages;
- Home addresses and home phone numbers;
- Personal credit and financial records such as account numbers and balances, personal tax records, credit reports, etc.;
- Salary and wage information;
- Criminal intelligence information, including information about criminal history record checks;
- Fingerprints;
- Confidential tribal records;
- Confidential information covered by attorney-client privilege;
- Other confidential information the Department cannot release by law.

**Copying Fee:** The Department will charge 25 cents per page for copies of records the Department produces to an individual or entity that uses the records for routine non-commercial purposes.

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