

Office of Open Records Counsel

Dear Reader:

The following document was created from the MTAS website ([mtas.tennessee.edu](http://www.mtas.tennessee.edu)). This website is maintained daily by MTAS staff and seeks to represent the most current information regarding issues relative to Tennessee municipal government.

We hope this information will be useful to you; reference to it will assist you with many of the questions that will arise in your tenure with municipal government. However, the *Tennessee Code Annotated* and other relevant laws or regulations should always be consulted before any action is taken based upon the contents of this document.

Please feel free to contact us if you have questions or comments regarding this information or any other MTAS website material.

Sincerely,

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Reference Number: MTAS-450

The OORC is housed within the Office of the Comptroller of the Treasury and receives comments and guidance from a 17 member advisory committee. The OORC provides local governments with information and informal opinions on public records questions. These opinions are available for viewing on the OORC website. Not only are opinions issued by the OORC valuable for the information contained therein, they can also provide a safe harbor for employees who rely on them. If a municipality is sued for violation of the Act, a court may consider guidance provided by the OORC when determining whether a municipality willfully denied a requestor's public records request.

Additionally, the OORC is available to mediate disputes between local governments and requesting citizens. The OORC also developed several policies and a number of forms, one of which is required to be used and others that may be used by municipalities. The forms and policies are found at <https://www.comptroller.tn.gov/openrecords/forms.asp> [1].

Links:

[1] <https://www.comptroller.tn.gov/openrecords/forms.asp>

DISCLAIMER: The letters and publications written by the MTAS consultants were written based upon the law at the time and/or a specific sets of facts. The laws referenced in the letters and publications may have changed and/or the technical advice provided may not be applicable to your city or circumstances. Always consult with your city attorney or an MTAS consultant before taking any action based on information contained in this website.

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