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Public Records Act FAQ

Vermont's Public Records Act establishes time-frames for responding to requests for public records. The definition of "public record" is very broad and includes "any written or recorded information, regardless of physical form or characteristics, which is produced or acquired" in the course of municipal business. 1 V.S.A. § 317(b). However, there are many types of records that are exempt from (not subject to) inspection and copying. The public's right to access public records is not unlimited, but the Act imposes strict requirements for responding to a request for records.

In an effort to assist municipal officials in better understanding Vermont Public Records law, VLCT has created this Frequently Asked Questions guide. This FAQ was revised for 2019.

While every effort is made to provide members with the most accurate information possible, these documents do not constitute legal advice. Members may contact the Municipal Assistance Center at info@vlct.org [1] or 1-800-649-7915 for assistance.

Documents:

 [Public Records Act FAQs.pdf](#) [2]

Links:

[Model Public Records Policy](#) [3]

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Links

[1] <mailto:info@vlct.org>

[2] https://www.vlct.org/sites/default/files/documents/Resource/Public%20Records%20Act%20FAQs_0.pdf

[3] <https://www.vlct.org/resource/model-public-records-policy>