



COMMONWEALTH OF KENTUCKY  
OFFICE OF THE ATTORNEY GENERAL

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26-ORD-103

March 16, 2026

In re: Leonel Martinez/Little Sandy Correctional Complex

**Summary:** The Little Sandy Correctional Complex (the “Complex”) did not violate the Open Records Act (“the Act”) when it required an inmate to pay ten cents per page for a certified account statement and include his housing assignment on his request form.

***Open Records Decision***

Inmate Leonel Martinez (“the Appellant”) requested a six-month “Certification of Inmate Accounts” from the Complex. In a timely response, the Complex denied the request due to the Appellant’s failure to include his housing assignment on the request form and to submit a cash pay order (CPO) to cover the copying fee of ten cents per page. This appeal followed.

Under KRS 61.874(1), “[w]hen copies are requested, the custodian may require . . . advance payment of the prescribed fee.” Thus, an inmate is entitled to receive a copy of a record only after “complying with the reasonable charge of reproduction.” *Friend v. Rees*, 696 S.W.2d 325, 326 (Ky. App. 1985); *see also* 26-ORD-048; 23-ORD-176; 23-ORD-029; 95-ORD-105. Ten cents per page is a reasonable charge for copies. *Id.*

Further, “an inmate must accept the necessary consequences of his confinement, including policies relative to application for, and receipt of, public records.” 95-ORD-105. The Corrections Policies and Procedures (“CPP”) are incorporated by reference in 501 KAR 6:020 § 1(1). Under CPP 6.1(II)(B)(3), a request for records from an inmate must include the inmate’s “cell, room, or housing assignment.”<sup>1</sup> The Office “has found CPP 6.1 to be an acceptable way to manage the differences required in a correctional setting and security issues.” 17-ORD-042.

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<sup>1</sup> *See* <https://corrections.ky.gov/About/cpp/Documents/06/Cpp%206.1%20Effective%202025%20-%2024-25%20REG%20350.pdf> (last accessed March 16, 2026).

Accordingly, the Complex did not violate the Act when it required the Appellant to submit payment in advance and include his housing assignment on the request form.

A party aggrieved by this decision may appeal it by initiating an action in the appropriate circuit court pursuant to KRS 61.880(5) and KRS 61.882 within 30 days from the date of this decision. Pursuant to KRS 61.880(3), the Attorney General shall be notified of any action in circuit court, but shall not be named as a party in that action or in any subsequent proceedings. The Attorney General will accept notice of the complaint emailed to OAGAppeals@ky.gov.

**Russell Coleman**  
Attorney General

/s/ James M. Herrick  
James M. Herrick  
Assistant Attorney General

#134

Distributed to:

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