

To obtain copies of open records

You may request records by going to the Kansas Insurance Department's Web site, www.ksinsurance.org. The open records link is on the left rail.

Walk-ins are welcome. However, to expedite service, we suggest you call ahead to the appropriate division:

Property & Casualty: 785-296-7844
Life: 785-296-2710
Accident & Health: 785-296-7850

It may be necessary to provide written certification that the requestor does not intend to and will not use the names or addresses contained in or derived from the records for solicitation purposes.

You may be requested to provide proof of identity.

KID is not required to create a record that is not already in existence at the office address or obtain the record from another agency/business.



In 1984, the Kansas Legislature enacted the Kansas Open Records Act, or K.S.A. 45-215 et seq. This act gives you the right to access public records, although certain exceptions may apply to the disclosure of information.

Request records

Requests entered at our Web site are easy, quick and convenient.

Online: www.ksinsurance.org

By mail: Sabrina Wells,
Custodian of Records
Kansas Insurance Department
420 S.W. 9th St.
Topeka, KS 66612

By fax: 785-296-2537

Contact us

Main number:
785-296-3071

Consumer Assistance Hotline:
800-432-2484

Kansas Open Records Act

Kansas Insurance Department



Sandy Praeger,
Commissioner
of Insurance

www.ksinsurance.org





Kansas Open Records Act

The Kansas Insurance Department is responsible for:

- Appointing a Freedom of Information Officer to assist the public.
- Acting on your request within three business days of receipt, and providing an estimated charge for the request.
- Informing the requestor if the information will take additional time to gather and establishing a reasonable date for delivery.
- Redacting confidential or personal information before releasing the information.
- Determining the form (paper or electronic) in which the information will be produced if the record is maintained in an electronic database, some of which might not be maintained in printed form as provided in the KID record retention schedule.

Open records fees

» Now available «

SERFF Terminal (System for Electronic Rate and Form Filing)

You can access and copy insurance policy rate and form filings through the SERFF Terminal at the Kansas Insurance Department. Contact the appropriate division to schedule an appointment:

Property & Casualty: 785-296-7844
Life: 785-296-2710
Accident & Health: 785-296-7850

Cost: \$1 per minute

Service retrieval, review and redaction charges:

- Secretary/clerk at \$7.50 per quarter hour
- Administrator/attorney at \$10.50 per quarter hour

Copying charge:

- Paper copies at \$.50 per page
- PDF copies at \$.25 per page
- Certified copies with seal at \$7.00 per page

Fax charge:

- \$1.00 per page locally
- \$1.50 per page long distance

Postage

Nominal fees for storage media, such as CDs

Agent and company lists:

- Available for download on the KID Web site at: www.ksinsurance.org/about/openrec.htm
- Charges apply to agent lists
- Additional computer programming charges may be billed at cost, if required

You have the right to:

- During regular office hours, inspect or request copies of public records retained by the Kansas Insurance Department (KID) that are not exempt from disclosure by a specific law. You may wish to call ahead for faster service.
- Obtain a copy of KID policies and procedures for access to public records.
- Receive a statement of estimated charges in advance of work being produced.

» Office hours «

The Kansas Insurance Department is open 8 a.m. to 5 p.m. weekdays (except state holidays).

