
Rules of
Department of Public Safety
Division 45—Missouri Gaming Commission
Chapter 3—Records

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**Title 11—DEPARTMENT OF
PUBLIC SAFETY
Division 45—Missouri Gaming
Commission
Chapter 3—Records**

11 CSR 45-3.010 Commission Records

PURPOSE: This rule establishes procedures to maintain the records of the commission.

(1) All records of the commission shall be maintained by the custodian of records at one (1) or more of the commission's offices in Jefferson City, St. Louis, Kansas City or the commission's office at each gaming facility.

(2) The director or designee shall be the custodian of records for the commission.

(3) The director or designee shall respond to any request for documents in accordance with the law.

(4) All licensees shall provide the commission a monthly update of the information required in section 313.847, RSMo on forms provided by the commission. All licensees shall have a duty to inform the commission of any material change of facts happening after the filing of an application (see 11 CSR 45-4.030, Appendix A).

(5) Pursuant to section 313.847, RSMo, the commission shall not disclose to the public the following records:

(A) Any information that cannot be disclosed pursuant to any intergovernmental agreement;

(B) Portions of the application including, but not limited to: exhibits attached to the application such as personal financial records of an applicant, income tax returns, bank records, plans for internal security and surveillance, copies of the proposed internal control procedures, Personal Disclosure Form I and Personal Disclosure Form II;

(C) The background investigations conducted by the commission or information obtained from any intergovernmental agency concerning any applicant for licensure;

(D) Internal controls and plans for surveillance of a licensee; and

(E) Investigations on any licensee.

(6) Except as otherwise required under section 313.847.1, RSMo, all investigatory, proprietary or application records, information and summaries in the possession of the commission or its agents may be treated by the commission as closed records not to be disclosed to the public.

(7) The following fees are established for records of the commission:

- (A) Fee for photocopies of public records of the Missouri Gaming Commission (per page) \$.50
- (B) Fee for document search of public records of the Missouri Gaming Commission per hour or part of an hour \$20.00
- (C) Fee for access to public records maintained on computer facilities, recording tapes or discs, videotapes or films, pictures, slides, graphics, illustrations or similar audio or visual items or devices. Actual cost of reproduction plus document search fee per hour or part of an hour \$20.00

(8) Payment of any copying fees and search fees may be required before any information will be provided.

(9) All fees are nonrefundable.

*AUTHORITY: sections 313.004, 313.805 and 313.847, RSMo 2000. * Emergency rule filed Sept. 1, 1993, effective Sept. 20, 1993, expired Jan. 17, 1994. Emergency rule filed Jan. 5, 1994, effective Jan. 18, 1994, expired Jan. 30, 1994. Original rule filed Sept. 1, 1993, effective Jan. 31, 1994. Amended: Filed June 25, 1996, effective Feb. 28, 1997. Amended: Filed May 3, 2001, effective Dec. 30, 2001. Amended: Filed April 29, 2002, effective Nov. 30, 2002.*

**Original authority: 313.004, RSMo 1993, amended 1994; 313.805, RSMo 1991, amended 1993, 1994, 2000; and 313.847, RSMo 1993, amended 1994.*