**Section 76.410 Inspection of Records**

a) Records of the Committee shall be available unless otherwise exempt under Section 7 of the FOIA, during the hours of 8:30 a.m. through 5 p.m. Monday through Friday (except for State holidays) at 509 South Sixth Street, Room 500, Springfield, Illinois 62701. Requestors must contact the Freedom of Information Officer to schedule an appointment to inspect requested records.

b) An employee of the Committee may be present throughout the inspection. A requestor will be prohibited from bringing bags, brief cases or other containers into the inspection room.

c) Documents which the requestor wishes to have copied shall be segregated during the course of the inspection. All copying shall be done by Committee employees.