

**601—2.3(17A,22) Requests for access to records.**

**2.3(1)** *Location of record.* In lieu of the words “(insert agency head)”, insert “adjutant general”. In lieu of the words “(insert agency name and address)”, insert “Adjutant General, Department of Public Defense, Camp Dodge, 7700 N.W. Beaver Drive, Johnston, Iowa 50131-1902”.

**2.3(2)** *Office hours.* In lieu of the words “(insert customary office hours and, if agency does not have customary office hours of at least thirty hours per week, insert hours specified in Iowa Code section 22.4)”, insert “8 a.m. to 4:30 p.m. daily excluding Saturdays, Sundays and holidays”.

**2.3(7) Fees.**

c. Supervisory fee. In lieu of the words “(specify time period)”, insert “one-half hour”.

[Editorial change: IAC Supplement 12/1/21]