

**81—24.3(22) Requests for access to records.**

**24.3(1) Location of record.** In lieu of the words “(insert agency head)”, insert “auditor of state”. Also in lieu of the words “(insert agency name and address)”, insert “Auditor of State, State Capitol Building, Des Moines, Iowa 50319”.

**24.3(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 a week, insert hours specified in Iowa Code section 24.4)”, insert “which are 8 a.m. to 4:30 p.m., Monday through Friday”.

**24.3(7) Fees.**

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