

## Article - General Provisions

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§4–203.

(a) The custodian shall grant or deny the application promptly, but not more than 30 days after receiving the application.

(b) A custodian who approves the application shall produce the public record immediately or within a reasonable period that is needed to retrieve the public record, but not more than 30 days after receipt of the application.

(c) A custodian who denies the application shall:

(1) immediately notify the applicant;

(2) within 10 working days, give the applicant a written statement that gives:

(i) the reasons for the denial;

(ii) the legal authority for the denial; and

(iii) notice of the remedies under this title for review of the denial;  
and

(3) allow inspection of any part of the record that is subject to inspection and is reasonably severable.

(d) With the consent of the applicant, any time limit imposed under this section may be extended for not more than 30 days.

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