

**AAC Regulation No. 16:**  
**RECORD RETENTION**

SCR 3.130(7.04) states, “All advertisements and the records of all actions taken by the Commission on submitted advertisements shall be available for inspection and copying at the offices of the Kentucky Bar Association at reasonable times and upon reasonable notice. Any expense incurred shall be borne by the requesting party.”

The availability of the records of the Commission shall be limited to two years from the date of submission of the advertisement. The Commission may destroy any records two years after submission.

Attorneys are potentially required to maintain records much longer than the Commission because the time period is based on when the advertisement was last used under SCR 3.130(7.20)(6).