**Section 1901.310 Timeline for Authority Response**

a) The Authority shall respond to a written request for public records within seven working days after the receipt of such request.

b) In the event that the request for public records cannot be responded to within seven days for one of the reasons provided in Section 3(d) of the FOIA, the Authority shall give the requestor notice of the extension of time to respond. Such notice of extension shall set forth the reasons why the extension is necessary.