

APPLICATION FOR PUBLIC ACCESS TO RECORDS

Application to:
RECORDS ACCESS OFFICER
Town of North Collins, New York

I HEREBY APPLY TO INSPECT THE FOLLOWING RECORDS (MUST BE SPECIFIC):

SIGNATURE: _____ **DATE:** _____

ADDRESS: _____

FOR OFFICE USE (TO BE FILLED OUT BY RECORDS ACCESS OFFICER)

APPROVED () **NUMBER OF COPIES** _____ **FEE (IF ANY)** _____

DENIED () **FOR REASON(S) CHECKED BELOW**

- () **Confidential Disclosure**
- () **Part of Investigatory Files**
- () **Unwarranted Invasion of Personal Privacy**
- () **Record of which this agency is legal custodian cannot be found**
- () **Record is not maintained by this agency**
- () **Exempted by Statute other than the Freedom of Information Act**
- () **Other (Specify) _____**

SIGNATURE: _____ **DATE:** _____

TITLE: _____

NOTICIE: YOU HAVE THE RIGHT TO APPEAL A DENIAL OF THIS APPLICATION TO THE TOWN CLERK, TOWN OF NORTH COLLINS, COUNTY OF ERIE, NEW YORK STATE.

I HEREBY APPEAL:

SIGNATURE: _____ **DATE:** _____