

TOWN OF WAWAYANDA
80 Ridgebury Hill Road
Slate Hill, NY 10973
Phone (845) 355-5700 Fax (845) 355-8207

APPLICATION FOR PUBLIC ACCESS TO RECORDS

Date: _____

To: Kathryn A. Sherlock, Records Access Officer

I wish to inspect the following record(s): (Identify records you are interested in. Be specific as to what you are looking for.)

You may inspect documents first and then ask for copies of the ones you actually want.
Number of Copies requested (\$.25 per copy) _____

Signature: _____
Printed Name: _____
Address: _____
City/State/Zip: _____
Daytime Phone: _____

FOR AGENCY USE ONLY

APPROVED
Date _____ Time _____
Photocopies: Number _____ Charge _____

- DENIED (for the reason (s) checked below)**
- _____ Exempted by statute other than Freedom of Information
 - _____ Unwarranted invasion of personal privacy
 - _____ Would impair contract awards or collective bargaining agreements
 - _____ Trade secret; confidential commercial information
 - _____ Law Enforcement records
 - _____ Would endanger the life or safety of any person
 - _____ Interagency or Intra-agency materials
 - _____ Record is not maintained by this agency
 - _____ Record of which this agency is legal custodian cannot be found
 - _____ Other (specify) _____

Any person denied access to records may appeal the denial within 30 days of the denial. Such appeals should be addressed to the Supervisor of the Town of Wawayanda, 80 Ridgebury Hill Road, Slate Hill, NY 10973.