

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: VILLAGE CLERK
INCORPORATED VILLAGE OF NISSEQUOGUE
P.O. BOX #352
ST. JAMES, NY 11780

I hereby apply to inspect the following record(s):

Signature

Date

Print Name

Telephone Number

Representing

Mailing Address

FOR AGENCY USE ONLY

Approved

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

Title

Date

Notice: You have a right to appeal a denial to this application to the Head of this Agency.

Name

Business Address

who must fully explain his/her reason for such denial in writing within seven days of appeal: I hereby appeal:

Signature

Date

Print Name