

APPLICATION FOR PUBLIC RECORDS

To: Records Access Officer

Name of Agency (circle one): Hewlett Bay Park Hewlett Neck Woodsburgh

30 Piermont Ave, Hewlett, New York 11557

I HEARBY APPLY TO INSPECT THE FOLLOWING RECORDS:

Sec _____ Block _____ Lot _____

Copy of Survey Copy of Plans Copy of Certificates View only

(Check which applies)

Print Name: _____ Date: _____

Signature: _____ Representing: _____

Mailing Address _____

FOR AGENCY USE ONLY
(DO NOT WRITE BELOW)

APPROVED _____

DENIED (For reason(s) checked below)

_____ Confidential Disclosure _____ Part of Investigatory File

_____ Unwanted 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 THE RIGHT TO APPEAL A DENIAL OF THIS APPLICATION TO THE HEAD OF THIS AGENCY

Name _____

Business Address _____

WHO MUST FULLY EXPLAIN HIS REASON FOR SUCH DENIAL IN WRITING SEVEN DAYS IN RECEIPT OF AN APPEAL.

I HEARBY APPEAL: