

# VILLAGE OF OLD FIELD APPLICATION FOR PUBLIC ACCESS RECORDS

## SECTION I. TO BE COMPLETED BY APPLICANT

Date of Application: \_\_\_\_\_

I HEREBY APPLY TO INSPECT THE FOLLOWING RECORD IN ACCORDANCE WITH THE RULES AND REGULATIONS (on reverse side). Please describe the record sought. If possible, supply a date, a file title, and any other information that will help locate the record desired:

---

---

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Applicant Represents

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Applicant's Daytime Phone

\_\_\_\_\_  
Mailing Address

## SECTION II. FOR USE BY VILLAGE FREEDOM OF INFORMATION OFFICER

APPROVED \_\_\_\_\_

DENIED \_\_\_\_\_ (for reason(s) checked below:)

\_\_\_ Confidential Disclosure            \_\_\_ Part of Investigatory Files

\_\_\_ 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 a right to appeal a denial of this application of the board of trustees, Village of Old Field, Box 2724, Setauket, NY 11733, who must fully explain the reasons for such denial in writing seven (7) days of receipt of an appeal. I hereby appeal:**

(Signature) \_\_\_\_\_

(Date) \_\_\_\_\_