Village of Central Square

3125 East Avenue
Central Square, NY 13036
Phone (315) 668-2558

Application for Public Access to Records

To: Village Clerk, Records Access Officer No. of copies _____@ $.25=_____

I hereby request access to the following records: (Where possible, please include record dates and other descriptive information): _____

_____ _____
Signature Date

_____ _____
Print Name Email Address (optional)

_____ _____
Mailing Address Telephone Number (daytime)

For Agency Use Only

□ Approved
□ 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) _____

Signature Title Date

Notice: You have the right to appeal a denial of this application to the head of this Agency. Please sign below if you wish to appeal and submit to this Agency within 30 days from the date of denial.

_____ _____
Signature Address Date