APPLICATION FOR PUBLIC ACCESS TO RECORDS
FREEDOM OF INFORMATION LAW (FOIL)

TO: **RECORDS ACCESS OFFICER**
VILLAGE CLERK
Village of Montebello
One Montebello Road
Montebello, NY 10901

I HEREBY APPLY TO INSPECT THE FOLLOWING RECORD:
(Where possible, furnish date, title, file designation, or information to help identify record.)

_____

_____

_____
DATE

_____ _____
NAME **ADDRESS**

_____ _____
REPRESENTING **SIGNATURE**

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Approved: _____

Denied: (for reason- check below)

_____ Confidential disclosure
_____ 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.
_____ Part of investigatory files.

_____Other: Specify:_____

_____ _____/_____/_____
Signature **Title** **Date**

NOTICE: You have a right to appeal a denial of this application to the Records Appeals Officer, the Mayor, Hon. Jeffrey Oppenheim, Village of Montebello, One Montebello Road, Montebello, NY 10901 The appeal must be decided in writing within seven (7) days of receipt of same.

I hereby appeal: _____ Date:_____