

Town of Amboy
822 State Route 69
Williamstown, NY 13493

FREEDOM OF INFORMATION LAW (FOIL) REQUEST

TO: _____ Department (please specify)

I wish to inspect the following record(s): _____

Name _____

Mailing Address _____

Phone (W) _____ (H) _____

TO: Applicant – your request is hereby:

APPROVED _____

TOTAL CHARGE: \$ _____

Records may be inspected, picked up in person, or mailed to applicant. If mailed, postage will be charged. Fee for records is 25¢ per page. Additional charges apply for large documents, photographs, or tapes.

DENIED (or denied in part) for the reasons checked below:

- ____ Release of information would constitute an unwarranted invasion of personal privacy
- ____ Applicant may look at construction/building plans but not make a copy of them
- ____ Records requested cannot reasonably be located based on description
- ____ Release of information would endanger the life or safety of a person
- ____ No record exists which responds to request/record cannot be found
- ____ Record is not maintained by this agency
- ____ Interagency or intra-agency materials
- ____ Evidentiary records withheld as criminal action still pending
- ____ Exempted by a law other than FOIL
- ____ Identity withheld because no criminal action pending
- ____ Other _____

RECORDS ACCESS OFFICER

DATE