APPLICATION FOR PUBLIC ACCESS TO RECORDS
(*Freedom of Information Law (FOIL) Request)*

TO: CAITLIN FARR
VILLAGE CLERK
VILLAGE OF CANASTOTA
205 S. PETERBORO ST.
CANASTOTA, NY 13032

DATE:

I hereby apply to inspect the following record (please be as precise as possible in your description including dates):

NOTE: You must fill out a separate request for each record requested

I hereby request a copy of the record listed above

NOTE: The Village of Canastota charges a reproduction fee of 0.25 per page for 8 ½ x 11 documents and the actual material and reproduction cost for oversized documents, audio & media. No copies will be made until payment has been received.

Signature:

Print Name:

Mailing Address:

Phone: ( ) E-Mail Address:

NOTICE: YOU HAVE A RIGHT TO APPEAL A DENIAL OF THIS APPLICATION TO THE MAYOR IN WRITING WITHIN 30 DAYS.