TOWN OF BYRON

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER (585) 548-7123 ext. 10

AGENCY: TOWN OF BYRON
7028 ROUTE 237
BYRON, NEW YORK 14422 DATE: _____

DESCRIPTION OF RECORDS REQUESTED FOR EXAMINATION (MUST BE SPECIFIC & REASONABLE):

_____

_____

_____

_____

Signature: _____ Print Name:_____

Agency represented, if any:_____

Email Address: _____

If paper copies are requested or electronic records are unavailable, charges will be $.25 per black/white page and $.50 per color page

Mailing Address: _____

I am requesting this information for the following reason (may select more than one):

___ I am an individual seeking information for personal use

___ I am affiliated with an educational or non-commercial scientific institution, and this request is made for a scholarly or scientific purpose

___ I am a representative of, or affiliated with, the news media and this request is made as part of a news gathering effort

___ I am affiliated with a private corporation and am seeking information for use in the company's business for commercial purpose

___ I am affiliated with a private corporation and am seeking information for use in the company's business for non-commercial purpose

___ The foregoing information will be used for statistical purposes.

---------- FOR AUTHORITY USE ONLY----------

APPROVED _____

DENIED (For the Reason(s) Checked Below):

_____ Exempted by statutes 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

Any person denied access to records may appeal in writing the denial within 30 days of the denial. Such appeals should be addressed to the Supervisor of the Town of Byron, PO Box 9, 7028 Rte. 237, Byron, NY 14422.

NOTICE – COURT RECORDS ARE NOT UNDER THE JURISDICATION OF THE RECORD ACCESS OFFICER

NOTE: In New York State, an agency is legally authorized to deny a FOIL request if it is determined they will be used for solicitation or fund-raising purposes. Under the NYS Committee on Open Government FOIL Guidelines, releasing these lists is considered an unwarranted invasion of personal privacy.