



TOWN OF OSSINING VILLAGE OF OSSINING

MUNICIPAL BUILDING

16 Croton Avenue
Ossining, NY 10562
Tel: (914) 762-8428
Fax: (914) 941-0627



MARY ANN ROBERTS
Town/Village Clerk

Mary Ann Roberts
Records Access Officer
Town/Village of Ossining
Telephone (914)762-8428 FAX: (914)941-0627

APPLICATION FOR PUBLIC ACCESS TO RECORDS

Name: _____ Date: _____
Address _____
Telephone: _____

I hereby apply to inspect the following record/s:

SIGNATURE

For Agency Use Only

Approved ()

- Denied for reason(s) checked below
- () Confidential Disclosure () Part of Investigatory Files
 - () Unwarranted Invasion of Personal Privacy
 - () Record which this Agency as legal custodian cannot be found
 - () Record is not maintained by this Agency
 - () Exempt by Statute other than Freedom of Information Act
 - () Other specify) _____

SIGNATURE/TITLE

DATE

NOTE: You have a right to appeal a denial of this application to the head of this agency. A full explanation of reason for such denial shall be , in writing, with seven days of receipt of an appeal.