

Town of Denning
Town Clerk / Tax Collector / RMO

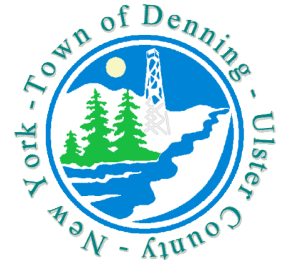
Nancy Parrow

townclerk@denning.us

PO Box 277 - Claryville, NY 12725

Phone: (845) 985 -2411 - Fax: (845) 985-0188

Website: www.denningny.gov



TO: Nancy Parrow, Records Maintenance Officer

Date: _____

Under the provisions of the New York State Freedom of Information Law (FOIL), Article 6 of the Public Officers Law, which requires requests for access to records, must be responded to within 5 business days.

I wish to inspect and/or have a copy of the following records(s): Please circle and be as clear as possible in your request.

_____.

Number of copies requested: (\$.25 per copy, per page) _____

Signature: _____

Printed Name: _____

Address: _____

City/State/Zip: _____

Daytime Phone: _____

FOR AGENCY USE ONLY

APPROVED

Date _____ Time _____ Photocopies: Number _____

Charge _____ Payment: Check# _____ Amount \$ _____

DENIAL of ACCESS: I hereby certify that access to the above records, marked with an asterisk(s), has been denied for the reason(s) marked below:

_____ Exempted by statute other than the Freedom of Information

_____ Unwarranted invasion of personal privacy

_____ Record is not maintained by this agency

_____ Other (specify) _____

Any person denied access to records may appeal the denial within 30 days of the denial. Such appeals should be addressed in writing to the Supervisor for the Town of Denning, PO Box 277, Claryville, NY 12725