

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER
c/o Brenda Rigby Riehle, Clerk of the Board
Allegany County Board of Legislators
County Office Building, Room 201
7 Court Street, Belmont, NY 14813
Phone: 585-268-9222, Email: rigbyba@alleganyco.com

I hereby apply to inspect the following record:

Signature

Date

Representing

Mailing Address

FOR AGENCY USE ONLY

Approved: _____

Denied (for the reason(s) checked below):

- Confidential disclosure Part of investigatory files
 Unwarranted invasion of personal privacy
 Record of which this agency is legal custodian cannot be found
 Record is not maintained by this agency
 Exempted by statute other than the freedom of information act
 Other (specify) _____

Signature

Title

Date

NOTICE: You have a right to appeal a denial of this application to the head of this agency

Name

Business Address

Who must fully explain his reasons for such denial in writing seven days of receipt of an appeal.

I hereby appeal:

Signature

Date