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