

Town of Pompey

8354 U.S. Route 20

Manlius, NY 13104

Phone: (315)682-9877

Fax: (315)682-1171

Email: TownClerk@TownOfPompey.org

Website: <https://www.townofpompey.org>

Date: _____

To: Nicole Reid, Records Access Officer

I wish to inspect the following record(s): (Identify records you are interested in as clearly as possible):

You may inspect documents first and then ask for copies of the ones you actually want.

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

Signature: _____

Printed Name: _____

Address: _____

City/State/Zip: _____

Daytime Phone: _____

FOR AGENCY USE ONLY

APPROVED

Date: _____ Time: _____

Photocopies: Number: _____ Charge: _____

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

- Exempted by statue 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 the agency
- Record of which this agency is legal custodian cannot be found
- Other (specify) _____

Any person denied access to records may appeal the denial within 30days of the denial. Such appeals should be addressed to the Supervisor of the Town of Pompey, 8354 U.S. Route 20, Manlius, NY 13104

STATE OF NEW YORK
COUNTY OF ONONDAGA
TOWN OF POMPEY

I, _____ certify that the following documents:

requested per my Freedom of Information dated _____
will **not** be used for commercial purposes.

Signature

Print Name

Date