

Village of Kensington
2 Nassau Drive - Great Neck, NY 11021

Application for Public Records

To: Records Access Officer

Name of person requesting record(s): _____

Address: _____

I hereby apply to inspect the following record(s): _____

Signature: _____

Representing: _____

Mailing Address: _____ Date: _____

☐ Approved

Denied for the reason(s) checked below

☐ Confidential Disclosure

☐ Part of Investigatory File(s)

☐ Unwarranted Invasion of Personal Property/Information

☐ 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) _____

NOTICE: YOU HAVE THE RIGHT TO APPEAL A DENIAL OF THIS APPLICATION

Name

Business Address

I hereby appeal: _____
Signature

Date