



VILLAGE OF IRVINGTON POLICE DEPARTMENT

85 Main Street, Irvington, New York 10533

Email: Lnyemchek@irvingtonny.gov

Phone: (914) 591-8080 • Fax: (914) 591-3708

FREEDOM OF INFORMATION LAW (FOIL) REQUEST

OFFICIAL USE ONLY

RECEIVING OFFICER NAME: _____

BADGE NUMBER: _____

DATE RECEIVED: _____

TIME RECEIVED: _____

SECTION 1 – TO BE COMPLETED BY FOIL APPLICANT

YOUR NAME (FIRST M. LAST): _____

ADDRESS: _____

SUITE/APT.: _____

TELEPHONE: _____

CITY: _____

STATE: _____

ZIP CODE: _____

COMPANY NAME (if applicable): _____

EMAIL: _____

REPORT NUMBER: _____

LOCATION OF INCIDENT: _____

DATE/TIME OF INCIDENT: _____

I WOULD LIKE TO RECEIVE THE REPORT VIA: MAIL EMAIL PICK UP

TYPE OF REPORT REQUESTED: MOTOR VEHICLE ACCIDENT REPORT POLICE REPORT OTHER

DESCRIPTION OF REPORT REQUESTED:

SIGNATURE OF APPLICANT: _____

DATE OF APPLICATION: _____

I am requesting copies of the records, and, hereby agree to pay the lawful reproduction costs plus applicable postage.

(Twenty-five cents/page for photocopies. Requests for specialized documents (blueprints, maps, etc.) will be charged at the Village's cost to reproduce. In cases requiring specialized computer services to produce records, applicant can also be assessed at the hourly rate of the lowest paid employee capable of reproducing the records.)

SECTION 2 – TO BE COMPLETED BY THE VILLAGE OF IRVINGTON POLICE DEPARTMENT

A response will be provided within 5 business days, as required by the Public Officer's Law.

☐ **FOIL Request APPROVED**

DATE: _____

AMOUNT DUE: _____; OR SPECIALIZED RECORD FEE: _____

☐ NO FEE DUE

☐ **FOIL Request DENIED** for the reason(s) checked below DATE: _____

- ☐ Request fails to reasonably describe the records
- ☐ Trade secrets or submitted by a commercial enterprise or derived from information obtained from a commercial enterprise and which would cause substantial injury to the competitive position of the subject enterprise
- ☐ Impair present or imminent contract awards or collective bargaining agreements
- ☐ Compiled for Law Enforcement purposes and would:
 - I – Interfere with Law Enforcement investigations or judicial proceedings
 - II – Deprive a person of a right to a fair trial or impartial adjudication
 - III – Identify a confidential source or disclose confidential information relating to a criminal investigation; or
 - IV – Reveal criminal investigative techniques or proceedings

- ☐ Could endanger the life or safety of any person
- ☐ Inter-agency or intra-agency materials
- ☐ Specifically exempted from disclosure by State or Federal statute
- ☐ Unwarranted invasion of personal privacy
- ☐ Examination questions or answers requested prior to the final administration of such questions
- ☐ If disclosed, would jeopardize the capacity of an agency or an entity that has shared information with an agency to guarantee the security of its information technology assets, such assets encompassing both electronic information systems and infrastructures
- ☐ Are photographs, microphotographs, videotape or other recorded images or information and data prepared under authority of the NYS Vehicle and Traffic Law

SIGNATURE OF RECORDS ACCESS OFFICER OR DESIGNEE: _____

NOTICE TO APPLICANT: You have a right to appeal a denial of this application in writing to the Village Administrator, who must fully explain their reason for support of such denial in writing.

I HEREBY APPEAL: _____
SIGNATURE

DATE: _____