

TOWN OF BYRON
APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER

(585) 548-7123 ext. 10

AGENCY: TOWN OF BYRON

7028 ROUTE 237

BYRON, NEW YORK 14422

DATE: _____

DESCRIPTION OF RECORDS REQUESTED FOR EXAMINATION (MUST BE SPECIFIC & REASONABLE):

Signature: _____ Print Name: _____

Agency represented, if any: _____

Email Address: _____

If paper copies are requested or electronic records are unavailable, charges will be \$.25 per black/white page and \$.50 per color page

Mailing Address: _____

I am requesting this information for the following reason (may select more than one):

☐ I am an individual seeking information for personal use

☐ I am affiliated with an educational or non-commercial scientific institution, and this request is made for a scholarly or scientific purpose

☐ I am a representative of, or affiliated with, the news media and this request is made as part of a news gathering effort

☐ I am affiliated with a private corporation and am seeking information for use in the company's business for commercial purpose

☐ I am affiliated with a private corporation and am seeking information for use in the company's business for non-commercial purpose

☐ The foregoing information will be used for statistical purposes.

----- FOR AUTHORITY USE ONLY-----

APPROVED _____

DENIED (For the Reason(s) Checked Below):

- ☐ Exempted by statutes 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 this agency
- ☐ Record of which this agency is legal custodian cannot be found
- ☐ Other (specify)

Signature

Title

Any person denied access to records may appeal in writing the denial within 30 days of the denial. Such appeals should be addressed to the Supervisor of the Town of Byron, PO Box 9, 7028 Rte. 237, Byron, NY 14422.

NOTICE – COURT RECORDS ARE NOT UNDER THE JURISDICTION OF THE RECORD ACCESS OFFICER

NOTE: In New York State, an agency is legally authorized to deny a FOIL request if it is determined they will be used for solicitation or fund-raising purposes. Under the NYS Committee on Open Government FOIL Guidelines, releasing these lists is considered an unwarranted invasion of personal privacy.