

TOWN OF PERRY

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FOIL Request

The Town of Perry is not required to respond immediately to FOIL requests, but will respond either verbally or in writing within five business days from the receipt of this written request with the documents requested, a denial or an approximate date of when the documents will be made available.

I, _____, hereby request the following records believed to be available under the Freedom of Information Law:

<u>Document Date</u>	<u>Reasonable description(s) of document(s)</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I am aware that all documents granted under FOIL must be paid for prior to removal from the Town Hall. Letter or legal size documents are charged at 25¢ per copy. Larger size documents will be charged actual copy costs.

Applicant Signature _____

Address _____

Phone _____

Date _____