

**TOWN OF ERIN  
1138 BREESPORT ROAD  
ERIN, N.Y. 14838  
PHONE: (607) 739-8681 FAX: (607) 739-9396**

**APPLICATION FOR PUBLIC ACCESS TO RECORDS**

DATE: TO: DIANE WISE-HOLLENBECK, RECORDS OFFICER

I WISH TO INSPECT THE FOLLOWING RECORD(S):  
IDENTIFY RECORDS YOU ARE INTERESTED IN AS CLEARLY AS POSSIBLE

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SIGNATURE  
PRINT NAME  
ADDRESS  
CITY/STATE/ZIP  
DAYTIME PHONE



**FOR AGENCY USE ONLY**  
***YOU MAY INSPECT DOCUMENTS FIRST AND THEN ASK  
FOR COPIES OF THE ONES YOU ACTUALLY WANT***

**APPROVED**

**DATE TIME PHOTOCOPIES: NUMBER @ \$0.25 PER PAGE**

DENIED (FOR REASON(S) CHECKED BELOW):

- Exempted by statute 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 \_\_\_\_\_

Any person denied access to records may appeal the denial within 30 days of the denial. Such appeals should be addressed to the Supervisor of the Town of Erin, 1138 Breesport Road, Erin, N.Y. 14838.