

**TRUSTEES OF THE FREEHOLDERS AND COMMONALTY
OF THE TOWN OF EAST HAMPTON, LONG ISLAND, N.Y.**

P.O. Box 7073, Amagansett, New York 11930
Office (631) 267-8688 Fax (631) 267-2064
www.trustees.easthamptonny.gov

APPLICATION FOR PUBLIC ACCESS TO RECORDS

I hereby apply to inspect and/or receive copies of the following records:

I certify that the information requested will not be utilized in any manner tending to constitute an unwarranted invasion of personal privacy as same is declined and delineated by the terms and provisions of Article 6 (Freedom of Information) of the Public Officers Law of the State of New York and I further agree to indemnify and hold the East Hampton Town Trustees harmless from any claim arising from any such unsanctioned use of the information requested.

I understand there is a fee of \$.25 per page for duplication of the records requested.

_____	_____
Date	Printed Name
_____	_____
Telephone Number	Signature

Address	

.....
FOR DEPARTMENT USE ONLY

APPROVED _____

DISAPPROVED _____ (for the reason(s) checked below):

- _____ Confidential Disclosure
- _____ Unwarranted Invasion of Personal Property
- _____ 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
- _____ Part of Investigatory Files
- _____ Other (specify) _____

_____	_____	_____
Signature	Title	Date

NOTICE: You have a right to appeal a denial of this application to the Board of Trustees, who, must fully explain his/her reason(s) for such denial in writing within ten business days of receipt of an appeal.