

**APPLICATION FOR PUBLIC ACCESS TO RECORDS  
Pursuant to Freedom of Information Law**

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Email Address

I hereby apply to inspect the following record(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Representing

\_\_\_\_\_  
Mailing Address (If different from above)

For Agency Use Only

Approved

Denied (For the following reason(s) checked below:

- Confidential Disclosure                       Part of investigatory files
- Unwarranted Invasion of Personal Privacy
- Inter-Agency or Intra-Agency Materials
- Record is not maintained by this Agency
- Exempted Statute Other Than the Freedom of Information Act
- Record does not reasonably describe an identifiable record
- Request is for information or answer to a question **not** a record
- Request necessitates the creation of a report or record
- Other \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

NOTICE: You have the right to appeal a denial of this application to the Town Attorney within thirty (30) days.