

INCORPORATED VILLAGE OF BELLE TERRE
1 CLIFF ROAD, BELLE TERRE, NY 11777
(631) 928-0020

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS or FISCAL OFFICER
Incorporated Village of Belle Terre
1 Cliff Road
Belle Terre, New York 11777

I hereby apply to inspect the following record:

Section Block Lot _____

Address _____

PRINT NAME

SIGNATURE

REPRESENTING

MAILING ADDRESS

TELEPHONE

DATE

APPROVED

DENIED _____ [For Reason(s) Checked Below]

_____ Confidential Disclosure
_____ Part of Investigatory Files
_____ Unwarranted Invasion of Personal

Privacy

_____ Record Cannot Be Found
_____ Record is Not Maintained by this

Office

_____ Exempted by Statute other than the

Freedom of Information Act

_____ Other (Specify)

Signature

Title

Date

NOTICE:

You have a right to appeal a denial of this application to the Board of Trustees.

Name Business Address

The Board must fully explain its reasons for such denial in writing within seven (7) days of receipt of an appeal.

I hereby appeal: