

**FREEDOM OF INFORMATION LAW (FOIL) REQUEST**

No. \_\_\_\_\_

**Fax No: 914-835-2009****TO: TOWN/VILLAGE OF HARRISON - Town Clerk****NAME:** \_\_\_\_\_ (Print) **TELEPHONE:** \_\_\_\_\_**ADDRESS:** \_\_\_\_\_**E-MAIL ADDRESS:** \_\_\_\_\_**I hereby request to examine the following records and to have copies made, if needed, after examination:****Description of Record:**\_\_\_\_\_  
\_\_\_\_\_

<b>FROM:</b> _____ Law	_____ Building	_____ Comptroller	_____ Assessor
_____ Town Clerk	_____ Planning	_____ Tax	_____ Engineering
_____ Public Works	_____ Zoning	_____ Other (specify) _____	

**Relating to: BLOCK** \_\_\_\_\_ **LOT(S)** \_\_\_\_\_ **PROPERTY ADDRESS:** \_\_\_\_\_**PHOTO COPIES OF DOCUMENTS COST \$.25 PER PAGE. COST FOR REPRODUCTIONS OF PLANS WILL VARY.****I** \_\_\_\_\_ **/ want to have copies of the records made and agree to pay for them.** **FEE: \$** \_\_\_\_\_**I** \_\_\_\_\_ **/ do not want to have copies of the records made.****Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_**WARNING:****Examination of these records is covered by New York State Penalty Law.****§175.20 Tampering with Public Records in the 2<sup>nd</sup> Degree is a Class A Misdemeanor****§175.24 Tampering with Public Records in the 1st Degree is a Class D Felony****Received by Town Clerk** \_\_\_\_\_ **L/D** \_\_\_\_\_  
**Pursuant to Public Officers Law Article 6****Your request will be reviewed. Within five business days of the receipt of your request for a record reasonably described, the Town will either make such record available, deny the request in writing, or furnish a statement of the approximate date when such request will be granted or denied.****If copies are requested, they will be made available after payment of the appropriate fee.****For official use only****Frank P. Allegretti, Town Attorney**

Called: \_\_\_\_\_

Called: \_\_\_\_\_

Called: \_\_\_\_\_