

Request for Public Access to Records

To: Records Access Officer
Lynbrook Union Free School District
111 Atlantic Avenue
Lynbrook, New York 11563

I hereby apply to inspect only or inspect and request reproduction of the following record @ 25 cents per page:

Signature _____ Date _____

Name _____ Phone Number _____

Mailing Address _____

E-mail _____

FOR OFFICE USE ONLY

Approved Fee \$ _____

Denied (for the reason(s) checked below)

Confidential disclosure

Part of investigatory files

Unwarranted invasion of personal privacy

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 Law

Other (specify) _____

Signature _____ Title Records Access Officer Date _____

NOTICE: You Have A Right To Appeal A Denial Of This Application To The Superintendent of Schools, Lynbrook Union Free School District, Who Must Fully Explain His/Her Reasons For Such Denial In Writing Within Ten Days of Receipt Of An Appeal.

I hereby appeal: Signature _____ Date _____