

SMITHTOWN CENTRAL SCHOOL DISTRICT
26 New York
Smithtown, New York 11787

APPLICATION FOR PUBLIC ACCESS TO RECORDS

To: RECORDS ACCESS OFFICER
Board of Education
Smithtown Central School District
26 New York Avenue
Smithtown, New York 11787
moconnor02@smithtown.k12.ny.us

I hereby apply to inspect only,
 inspect and request reproduction @25 cents per page, or
 request an electronic version be sent to

_____ (e-mail address)
the following record(s)

NAME OF APPLICANT: _____ PHONE # _____ Email _____
(please print)

ADDRESS: _____

IN ACCORDANCE WITH PUBLIC INFORMATION LAW SECTION 89(2)(B) I CERTIFY THAT THE INFORMATION REQUESTED WILL NOT BE USED FOR ANY COMMERCIAL PURPOSE.

SIGNATURE _____ DATE: _____

I hereby acknowledge receipt of the reproduction of records.

Representing: _____

Mailing Address: _____

Date: ____/____/____ Signature: _____

FOR OFFICE USE ONLY

Approved

Denied for the reason(s) below:

- Confidential disclosure
- Part of investigatory files
- Unwarranted invasion of personal privacy
- Record of which this agency is legal custodians cannot be found
- Record is not maintained by this agency
- Exempted by statute other than the Freedom of Information Act
- Other (specify) _____

SIGNATURE: _____ Title: _____ Date: ____/____/____

NOTICE: You have the right to appeal a denial of this application to the Superintendent of Schools of Smithtown School District. Please submit appeal in writing to the Superintendent, who must then respond within ten days of the receipt of the appeal.

Note: Refer to policy 1120 and regulations 1120R and 1121R for more information.