

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER
TOWN OF CARMEL
TOWN HALL - 60 McALPIN AVENUE
MAHOPAC, NY 10541

I HEREBY APPLY TO INSPECT THE FOLLOWING RECORD:

NAME (PLEASE PRINT)

DATE

MAILING ADDRESS

TELEPHONE NUMBER

REPRESENTING

SIGNATURE

FOR AGENCY USE ONLY

APPROVED
DENIED

Record of which this agency is Legal Custodian cannot be found.
Record is not maintained by this Agency.

SIGNATURE

TITLE

DATE

NOTICE: YOU HAVE A RIGHT TO APPEAL A DENIAL OF THIS APPLICATION TO THE HEAD OF THIS AGENCY WHO MUST FULLY EXPLAIN HIS REASONS FOR SUCH DENIAL IN WRITING WITHIN SEVEN DAYS OF RECEIPT OF AN APPEAL.

I HEREBY APPEAL:

NAME

ADDRESS

SIGNATURE

DATE