

TOWN OF NORTH HEMPSTEAD
APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER
220 PLANDOME ROAD
MANHASSET, NEW YORK 11030
(516) 869-7600



I hereby apply to inspect the following record(s):

Three horizontal lines for entering record information.

I hereby declare, under penalty of perjury, that the above information [] is or [] is not (check one) being used for solicitation or fund-raising purposes.

Signature

Telephone Number

Print Name

Email

Representing

Mailing Address

Date

FOR AGENCY USE ONLY

I have checked for record(s) you requested with the following departments:

- and the attached record(s) were found (information not subject to FOIL may have been redacted). and
no record(s) were found.
the which is the subject of your request is not within the Town's jurisdiction.
Buildings Department records can only be requested through the Town's portal at www.mytonh.com.

NOTE:

Your request cannot be responded to for the following reasons:

- Your request is not sufficiently specific for me to identify the record(s) with reasonable certainty. You may renew the request with additional details.
Disclosure of a portion/all the information would be an unwarranted invasion of personal privacy.
A portion/All of the requested record(s) are exempt from release by statute.
A portion/All of the record(s) requested involve contract negotiations and are not disclosable.
A portion/All of the record(s) sought are intra-agency or inter-agency materials exempt from disclosure.
The record(s) cannot be released for the following reasons:

Signature

Title

Date

NOTICE: You have the right to appeal a denial of this application within 30 days. The head of this agency must fully explain the reasons for such denial in writing within ten business days of receipt of an appeal. I hereby appeal:

Name

Date