



VILLAGE OF DOBBS FERRY

Village Clerk

112 Main Street, Dobbs Ferry, New York 10522

E-mail: ldreaper@dobbsferry.com

Phone: (914) 231-8504 • Fax: (914) 693-3470

www.dobbsferry.com

FREEDOM OF INFORMATION LAW (FOIL) REQUEST

DATE RECEIVED:

SECTION 1 – TO BE COMPLETED BY FOIL APPLICANT

YOUR NAME (FIRST M. LAST)
ADDRESS SUITE/APT. TELEPHONE HOME
CITY STATE ZIP CODE TELEPHONE MOBILE
COMPANY/BUSINESS NAME TELEPHONE WORK
E-MAIL FAX
SIGNATURE OF APPLICANT DATE OF APPLICATION
DESCRIPTION OF RECORDS:
RELATING TO STREET ADDRESS: SECTION BLOCK LOT

I am requesting copies of the records, and, hereby agree to pay the lawful reproduction costs plus applicable postage. (Twenty-five cents/page for photocopies. Requests for specialized documents (blueprints, maps, etc.) will be charged at the Village's cost to reproduce. In cases requiring specialized computer services to produce records, applicant can also be assessed at the hourly rate of the lowest paid employee capable of reproducing the records.)

SECTION 2 – TO BE COMPLETED BY THE VILLAGE OF DOBBS FERRY

A dated copy of this form will be e-mailed, faxed or mailed to you in acknowledgement of your request, as required by the Public Officer's Law that a municipality respond to this original request within five (5) business days.

FOIL Request APPROVED DATE:
AMOUNT DUE: PAGES x .25¢ = ; OR SPECIALIZED RECORD FEE:
NO FEE DUE, RECORDS SENT TO FOIL APPLICANT VIA E-MAIL

FOIL Request DENIED for the reason(s) checked below DATE:

Request fails to reasonably describe the records
Trade secrets or submitted by a commercial enterprise or derived from information obtained from a commercial enterprise and which would cause substantial injury to the competitive position of the subject enterprise
Impair present or imminent contract awards or collective bargaining agreements
Compiled for Law Enforcement purposes and would:
I - Interfere with Law Enforcement investigations or judicial proceedings
II - Deprive a person of a right to a fair trial or impartial adjudication
III - Identify a confidential source or disclose confidential information relating to a criminal investigation; or
IV - Reveal criminal investigative techniques or proceedings
Could endanger the life or safety of any person
Inter-agency or intra-agency materials
Specifically exempted from disclosure by State or Federal statute
Unwarranted invasion of personal privacy
Examination questions or answers requested prior to the final administration of such questions
If disclosed, would jeopardize the capacity of an agency or an entity that has shared information with an agency to guarantee the security of its information technology assets, such assets encompassing both electronic information systems and infrastructures
Are photographs, microphotographs, videotape or other recorded images or information and data prepared under authority of the NYS Vehicle and Traffic Law

SIGNATURE OF RECORDS ACCESS OFFICER:

NOTICE TO APPLICANT: You have a right to appeal a denial of this application in writing to the Village Administrator of the Village of Dobbs Ferry who must fully explain their reasons for support of such denial in writing.

I HEREBY APPEAL: SIGNATURE DATE: