

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER
Otsego County
197 Main Street
Cooperstown, NY 13326-1129

I hereby apply (to inspect/for a copy of) the following record(s):

Signature

Print Name

Date

Address

Phone

FOR AGENCY USE ONLY

I/We certify that the records of the County of Otsego have been searched regarding the above request and after a diligent search the request is answered as follows:

Approved

Denied (for the reason(s) checked below)

- Exempted by State or Federal Statute
- Unwarranted Invasion of Personal Privacy
- Would Impair Contract Negotiations
- Compiled for Law Enforcement Purposes
- Would Endanger Life or Safety of Individual
- Inter-agency or Intra-agency Communications
- Confidential Disclosure
- Record Cannot be Found
- Record is Not Maintained by This Agency
- Other _____

Signature

Records Access Officer
Title

Date

NOTICE - YOU HAVE A RIGHT TO APPEAL A DENIAL OF THIS APPLICATION TO:

David Bliss, Chair

Otsego County Board of Representatives
197 Main Street, Cooperstown, NY 13326-1129

Who must either grant approval or fully explain her reasons for such denial in writing within ten business days of receipt of an appeal.

I HEREBY APPEAL THIS DENIAL:

Signature

Date