

**APPLICATION FOR PUBLIC ACCESS TO RECORDS
District Attorney's Office**

TO: Records Access Officer
Otsego County District Attorney's Office
197 Main St
Cooperstown, NY 13326

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

Signature

Name

Date

Address

Phone

FOR AGENCY USE ONLY

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:

John Muehl, District Attorney Records Access Officer
Otsego County District Attorney's Office
197 Main St
Cooperstown, NY 13326

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

I HEREBY APPEAL THIS DENIAL:

Signature

Date