

**APPLICATION FOR PUBLIC ACCESS TO RECORDS**

**To the Village of West Hampton Dunes:**

I hereby apply to inspect the following records under the provisions of the Freedom of Information Law:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

After inspection, should I desire copies of all or part of the records inspected, I will identify the records to be copied and hereby offer to pay the established fees.

Name \_\_\_\_\_ Email Address: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**DENIAL OF ACCESS:**

I hereby certify that access to the records above marked with an asterisk has been denied to the applicant for the reason (s) checked below:

- |     |  |     |   |
|-----|--|-----|---|
| ___ | Specifically Exempted by other Statute   | ___ | Are complied for Law Enforcement Purposes       |
| ___ | Unwarranted Invasion of Personal Privacy   | ___ | Would endanger the life or safety of any person |
| ___ | Would impair present or imminent contract awards or collective bargaining negotiations | ___ | Are inter-agency or intra agency materials      |
| ___ | Are trade secrets or are maintained for the regulation of commercial enterprise        | ___ | Are examination questions or answers            |

1. Additional explanation: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Title \_\_\_\_\_ Date: \_\_\_\_\_

**Search Certification**

I certify that a diligent search has been conducted for the records requested for inspection the by applicant and that:  
\_\_\_ they cannot be found  
\_\_\_ this Village is not the custodian for such records.

Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

**Correctness Certification**

I certify that the copies attached are correct copies of the records requested by the application.

Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

**Cost of Copies**

No. of Pages \_\_\_\_\_  
Cost per page: \_\_\_\_\_  
Total cost: \_\_\_\_\_  
Payment received by:

Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_