Village of Tuckahoe
65 Main Street, Tuckahoe, N.Y. 10707
(914) 961-3100
FAX (914) 961-3114
www.tuckahoe.com

FREEDOM OF INFORMATION LAW REQUEST
REQUEST FOR ACCESS TO PUBLIC RECORDS
OFFICE OF RECORDS ACCESS OFFICER

Date: ______________

Under the provisions of the New York Freedom of Information Law, Article 6 of the
Public Officers Law, I hereby request records on the following: (Please identify the
requested records as clearly as possible.)

Request by: ____________________________ Tel. No.: ________________________

Address: ____________________________________________________________

To Department: _________________________

Description of records: ________________________________________________

_______________________________________________________________________

_______________________________________________________________________

You will receive an acknowledgement response to your request within five (5)
business days of receipt. If the request is denied, you will be informed of the
reason(s) for the denial in writing and be provided with the name and address of the
Appeal Officer to whom an appeal should be directed.

Copies Wanted: ( ) Yes       ( ) No

Charge: 25 cents per copy – No. of Pages x .25 cents = total due $ __
Make check payable to: Village of Tuckahoe

Signature _______________________________