

**FREEDOM OF INFORMATION LAW**  
**REQUEST FOR ACCESSIBLE RECORDS**  
**(FOIL)**

**TO THE VILLAGE OF PENN YAN:**

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

Document(s) requested: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date(s) of document(s): \_\_\_\_\_  
\_\_\_\_\_

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 promptly pay the established fees.  
(Cost of reproduction or \$.25 per page is applicable).  
Contact me if cost will exceed \$ \_\_\_\_\_.

Date submitted: \_\_\_\_\_

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_