



40 New Main Street
Haverstraw, New York 10927
Tele: (845) 429-0300 Fax: (845) 429-0353

Application for Public Access to Records

To records access officer

I hereby apply to inspect the following records:

- I wish to have access to these records (reserving the right to copies of any or all.)
- I wish to have copies made at 25¢ per (regular-sized) page, and agree to pay for these copies.
- I would like an estimate of the number of the pages involved in the above request prior to any copies being made.

NOTE: *Copies of Certificates of Occupancy can be obtained through the Building Department for a fee of \$50.00*

Signature: _____ Printed Name: _____

Organization: _____

Mailing Address: _____

Daytime phone number: _____ Date: _____

For Records Officer Use Only

Sent to: _____ *Date:* _____

Approved: _____
Signature

Via Fax: _____ Regular mail: _____ Pick-up: _____ Email: _____

Denied: _____ *Reason:* _____