

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: RECORDS ACCESS OFFICER

MASSAPEQUA WATER DISTRICT

84 Grand Ave., Massapequa, NY 11758  
ADDRESS

I HEREBY APPLY TO INSPECT THE FOLLOWING RECORD:

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

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REPRESENTING

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
TELEPHONE

\_\_\_\_\_  
FOR AGENCY USE ONLY

APPROVED \_\_\_\_\_

The Record(s) will be available for inspection at  
the District Office on \_\_\_\_\_

DENIED (for the reason(s) checked below)

- \_\_\_\_ Confidential Disclosure \_\_\_\_\_ Part of Investigatory Files
- \_\_\_\_ Unwarranted Invasion of Personal Privacy
- \_\_\_\_ Record of Which This Agency is Legal Custodian Cannot Be Found
- \_\_\_\_ Record is not Maintained by This Agency
- \_\_\_\_ Exempted by Statute Other Than the Freedom of Information Act
- \_\_\_\_ Other (specify) \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

NOTICE: YOU HAVE A RIGHT TO APPEAL A DENIAL OF THIS APPLICATION  
IN WRITING WITHIN THIRTY (30) DAYS TO THE BOARD OF  
COMMISSIONERS AT THE ABOVE STATED ADDRESS WHO MUST FULLY EXPLAIN  
THEIR REASONS FOR SUCH DENIAL IN WRITING SEVEN DAYS OF RECEIPT OF AN  
APPEAL.

I HEREBY APPEAL:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE