

**WYNANTSKILL UNION FREE SCHOOL DISTRICT
25 EAST AVENUE
TROY, NEW YORK 12180**

APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: Wynantskill Union Free School District

Name of Agency or Individual

Address

I hereby apply to inspect the following records:

Signature

Date

FOR SCHOOL USE ONLY

Approved: _____

Denied: (for the reason(s) checked below)

- Confidential Disclosure
- Part of investigatory files
- Unwarranted invasion of personal property
- Record of which this agency is legal custodian cannot be found
- Record is not maintained by this school
- Exempted by statute other than the Freedom of Information Act
- Other (specify) _____

Signature

Title

Date

NOTICE: You have the right to appeal a denial of this application to the Superintendent of Schools 25 East Avenue, Troy, NY 12180.

The Superintendent must fully explain the reasons for such denial in writing seven days after receipt of an appeal.

I HEREBY APPEAL:

Signature

Date