

**CITY OF NIAGARA FALLS F.O.I.L. REQUEST (ver 2.12.21)****FOIL #:**

PLEASE TYPE OR PRINT LEGIBLY: DATE: \_\_\_\_\_

DEPARTMENT TO RECEIVE REQUEST

DEPARTMENT ADDRESS

I HEREBY APPLY FOR COPIES OF / TO INSPECT (CIRCLE ONE) THE FOLLOWING RECORD(S):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

\*PROVIDE IN ELECTRONIC FORMAT IF AVAILABLE? YES NO (CIRCLE ONE)

SIGNATURE / PRINT

REPRESENTING

MAILING ADDRESS / EMAIL ADDRESS

PHONE NUMBER

\*\*\* NO CHARGE FOR EMAILED RECORDS \*\*\* 8.5" X 11" PAPER COPIES ARE 25 CENTS / PAGE \*\*\*

**FOR AGENCY USE ONLY** APPROVED WITHOUT REDACTION APPROVED WITH REDACTION FOR REASON(S) CHECKED: DENIED FOR REASON(S) CHECKED: NO RESPONSIVE RECORD RECORD NOT MAINTAINED BY AGENCY RECORD OF WHICH THIS AGENCY IS LEGAL CUSTODIAN CANNOT BE FOUND EXEMPTED BY STATUTE OTHER THAN FOIL [POL §87(2)(a)] TO PREVENT ENDANGERING SAFETY OF ANY PERSON [POL §87(2)(f)] UNWARRANTED INVASION OF PRIVACY [POL §87(2)(b) and §89(2)] LAW ENFORCEMENT EXCEPTION

[POL §87(2)(e)]

 TO PREVENT IMPAIRMENT OF IMMINENT CONTRACT AWARD OR CBA NEGOTIATIONS [POL §87(2)(c)] TO PREVENT DISCLOSURE OF EXEMPT INTER-AGENCY OR INTRA-AGENCY MATERIAL [POL §87(2)(g)] OTHER (SPECIFY): \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

**NOTICE:** YOU HAVE THE RIGHT TO APPEAL A DENIAL OF YOUR FOIL REQUEST WITHIN 30 DAYS. DELIVER ALL APPEALS TO THE CITY CLERK. WITHIN 10 BUSINESS DAYS OF RECEIPT OF AN APPEAL, THE CITY'S APPEAL OFFICER MUST FULLY EXPLAIN THE REASON(S) FOR DENIAL AND RENDER A DECISION.

APPELLANT'S FULL NAME (print) \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

I HEREBY APPEAL: \_\_\_\_\_  
(sign)

DATE \_\_\_\_\_