VILLAGE OF SHERMAN
APPLICATION FOR PUBLIC ACCESS TO RECORDS

To: Records Management Officer
Village of Sherman
111 Mill Street
P O Box 629
Sherman, NY 14781

This form is provided only as a convenience. No particular form of request is required by law. Your request must be in writing. Pursuant to applicable provisions of law, access to some of all the records may be denied. A cost of $0.25 per page will be charged to the requestor.

<<< PLEASE PRINT LEGIBLY SO THAT WE MAY ASSIST YOU CORRECTLY >>>

Identify records and/or reasonably describe documents you are interested in as clearly as possible.

I hereby apply to access the following record(s): _____

_____

_____

_____

_____

(Attach additional sheet if needed)

_____	_____
NAME (PRINT)	(SIGNATURE)
_____	_____
(REPRESENTING)	(DATE)
_____	_____
STREET ADDRESS	TELEPHONE NUMBER
_____	_____
MAILING ADDRESS (IF DIFFERENT)	EMAIL ADDRESS

NOTICE: The Freedom of Information Law also stipulates that certain information can be denied, however, you have the right to appeal a denial of this application to the Mayor of Sherman, P O Box 629, Sherman, NY 14781. If you choose to appeal a denial of information, you must do so in writing within 30 days of receipt of such denial. The appealing authority will fully explain the reasons for his/her denial in writing within 30 days of receipt of an appeal.