



Town of Caroline Clerk's Office
Jessie Townsend, Town Clerk
2668 Slaterville Road
P.O. Box 136
Slaterville Springs, New York 14881
(607) 539-6400 Ext. 1
clerk@townofcaroline.org

Public Information Request

APPLICATION FOR PUBLIC ACCESS TO RECORDS Freedom of Information Law (FOIL) Request

Date: _____

To: Town of Caroline
2668 Slaterville Road
Slaterville Springs, NY 14881

I hereby apply to inspect or request a copy of the following record (please be as precise as possible in your description):

Note: You must fill out a separate request form for each record requested AND you must complete the bottom portion of this document.

I hereby request a copy of the record listed above.

Note: The Town of Caroline charges a reproduction fee of .25 per page for 8 1/2" x 11" documents and the actual material and reproduction cost for oversized documents. You are also required to pay for postage of mailed items. No copies will be made until payment has been received.

Signature: _____

Print Name: _____

Mailing Address: _____

Phone: _____ Email: _____