

**EAST AURORA UNION FREE SCHOOL DISTRICT**

**Application for Public Access to Records**

To: Records Access Officer  
East Aurora Union Free School District  
430 Main Street  
East Aurora, New York 14052  
Phone: (716) 687-2302  
Office Hours: Monday – Friday 8:00 a.m. - 4:00 p.m.

I hereby apply to inspect the following record(s):

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

\_\_\_\_\_  
Print Name Signature Date

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Representing Phone

\*\*\*\*\*

**For Office Use Only**

**Approved Inspection**

**Approved Copies** \_\_\_\_\_ pages @ \$ 0.25 per page = \$ \_\_\_\_\_  
Balance Due

**Denied** (for reason(s) checked below)

- Record of which this agency is legal custodian cannot be found
- Record is not maintained by this agency
- Exempt from disclosure under the Freedom of Information Law (FOIL) Section : \_\_\_\_\_
- Other (Specify) \_\_\_\_\_

\_\_\_\_\_  
Signature Date  
Records Access Officer

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NOTICE: You have a right to appeal a denial of this application to the Superintendent, who must fully explain his/her reasons for such denial in writing within ten business days of receipt of an appeal.

\_\_\_\_\_  
Name Date

\_\_\_\_\_  
Business Address Signature