

TOWN OF LEWISTON  
1375 Ridge Road  
Lewiston, NY 14092

**REQUEST FOR ACCESS TO PUBLIC RECORDS**

Date: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

**MATERIAL REQUESTED:**

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

SIGNATURE OF APPLICANT: \_\_\_\_\_

COST PER PAGE ((25¢ per page): \_\_\_\_\_

COPIED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

Please note: Town Clerk's office has five days in which to respond that:

1. Yes, information is available
2. No, information is not available (reason to be given)
3. More than five days is needed to obtain the records