

Town of Lewiston
1375 Ridge Road
P.O. Box 330
Lewiston, New York 14092
(716) 754-8213
www.townoflewiston.com

REQUEST FOR ACCESS TO PUBLIC RECORDS

DATE: _____

NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

I hereby apply to: Inspect Receive copies (\$.25 each) of the following records:

MATERIAL REQUESTED:

SIGNATURE OF APPLICANT: _____

COPIED BY: _____

DEPT(S): _____

DATE: _____

| | | | |
|--------------------------------|-----------------------|---|----------|
| 2023 COPY FEES | | | |
| ASSESSOR'S OFFICE | | = | \$ 0.65 |
| BUILDING DEPT. | 24' X 36' SHEET B/W | = | \$12.00 |
| | 24' X 36' SHEET COLOR | = | \$18.00 |
| | 36' X 48' SHEET B/W | = | \$24.00 |
| | 36' X 48' SHEET COLOR | = | \$30.00 |
| DISK / THUMB DRIVE (MINUTES) | | = | \$25.00 |
| TOWN MAP | | = | \$ 5.00 |
| POLICE FEES | | | |
| ACCIDENT RECONSTRUCITON REPORT | | = | \$250.00 |
| BACKGROUND CHECKS | | = | \$ 10.00 |
| FINGERPRINTS | | = | \$ 25.00 |
| PHOTOS | | = | \$100.00 |
| POLICE REPORTS | | = | \$ 10.00 |

Please note: **TOWN CLERK'S OFFICE HAS FIVE (5) DAYS IN WHICH TO RESPOND THAT:**

1. Yes, information is available /
2. No, information is not available /
3. More than five (5) days is needed to obtain the records