

THE VILLAGE OF COBLESKILL



COBLESKILL POLICE

CHIEF: JEFFERY BROWN

378 MINERAL SPRINGS ROAD
COBLESKILL, NY 12043-0169

518/234-2923

Your Name (Print)

Full Address (include number, street/road or PO Box)

City State ZIP Code

Telephone # Date of Birth

Email Address

Today's Date: _____

Records Access Officer
Cobleskill Village Police Department
378 Mineral Springs Road
Cobleskill, NY 12043

RE: FREEDOM OF INFORMATION LAW RECORDS REQUEST

Under the provisions of the New York Freedom of Information Law, Article 6, of the Public Officers Law, I hereby request records or portions thereof pertaining to: (Identify the records in which you are interested as clearly as possible, e.g., date, time, location, nature of incident)

Check one:

- If there are any fees for copying the records requested, please inform me before filling the request.
- Please supply the records without informing me if the fees are not in excess of \$_____.

The Records Access Officer or agency will respond to a request within five (5) working days of receipt of request. If your request, or any part, is denied, you will be notified in writing and where to appeal the decision.

Signature