



VILLAGE OF COLONIE

VILLAGE HALL
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JAMES M. RUBINO
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FRANK A. PREVRATIL
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TRUSTEE

JASON M. DEPAULO
TRUSTEE

MARK P. STEVENS
TRUSTEE

JAMIE L. BLOT
VILLAGE CLERK

FREEDOM OF INFORMATION LAW (FOIL) REQUEST

Name _____

Mailing Address _____

Phone _____

Email Address (for e-mail response, if available)(optional) _____

I wish to inspect the following record(s): _____

TO: Applicant – your request is hereby:

APPROVED _____ **TOTAL CHARGE: \$** _____

Records may be inspected, picked up in person, mailed to applicant or sent via email, if practical. Fee for records is 25¢ per page plus the cost of postage, if mailed. Additionally charges apply for large documents, photographs, or disks. Please make checks payable to the “Village of Colonie” and remit payment to the address above attention Clerk’s Office. Payment must be received before records may be released.

DENIED (or denied in part) for the reasons checked below:

_____ Release of information would constitute an unwarranted invasion of personal privacy

_____ Records requested cannot reasonably be located based on description

_____ No record exists which responds to request/record cannot be found

_____ Record is not maintained by this agency

_____ Exempt by a law other than FOIL _____

_____ Other _____

Village Clerk

Date