

APPLICATION FOR PUBLIC ACCESS TO RECORDS

**To: Records Access Officer
Long Beach City School District
239 Lido Boulevard
Long Beach, New York 11561**

Email address: ldolan@lbeach.org

Or I hereby apply to inspect only.

Or I request reproduction of the following record at twenty-five cents per page

Or I request the following record(s) emailed to my email address below

Signature: _____ Date: _____

Representing: _____

Mailing Address: _____

Email Address: _____

FOR OFFICE USE ONLY

Approved:

Denied for reasons checked below:

- Confidential disclosure
- Part of investigatory files
- Unwarranted invasion of personal privacy
- Record of which this agency is legal custodian cannot be found
- Record is not maintained by this agency
- Exempted by statute other than the Freedom of Information Act
- Other (specify)

Signature _____ Title _____ Date _____

NOTICE:

**You have a right to appeal denial of this application to the Superintendent of Schools,
Administration Building, 235 Lido Boulevard, Long Beach, NY 11561**

The Superintendent must fully explain the reasons for such denial in writing within seven days of receipt of an appeal.

I hereby appeal:

Signature _____ Date _____