



Lackawanna City School District

FREEDOM OF INFORMATION REQUEST

To: Freedom of Information Officer
Lackawanna City School District
245 South Shore Blvd., Lackawanna, NY 14218

I hereby apply to receive a copy of the following records (s): _____

I understand that there is a fee of .25 per page for copying the records I am requesting.

Signed: _____ Date: _____

Representing: _____

Address: _____

FOR AGENCY USE ONLY

Approved:

- Denied:
- Confidential Disclosure
 - Unwarranted Invasion of Personal Privacy
 - Record Not maintained by this Agency
 - Record for which this Agency is Legal Custodian Cannot Be Found
 - Record is Part of Investigatory Files
 - Exempted by Statute Other Than Freedom of Information Act
 - Other (specify): _____

Signed: _____ Date: _____

Title: _____ Fee: _____

Note: You have a right to appeal a denial of this application to the Freedom of Information Officer who must fully explain the reasons for denial with seven days of receipt of the appeal.