

City of Cortland  
Fire Department



Wayne C. Friedman  
Fire Chief

21 Court Street  
Cortland, New York 13045  
Phone: 607.756.5612  
Fax: 607.758.8385  
Email: wfriedman@cortland.org

## Request for Freedom of Information

*FEE: \$0.25 per page - \$15 per CD – Other fees dependent upon item requested*

I, \_\_\_\_\_ of \_\_\_\_\_

(Please Print Full Name)

\_\_\_\_\_  
\_\_\_\_\_  
(Please Print Full Address)

Phone # \_\_\_\_\_

**Request a copy of:** \_\_\_\_\_

(Description of the information requested)

**That occurred on or about:** \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FOR AGENCY USE ONLY

Date Received: \_\_\_\_\_ By Whom: \_\_\_\_\_ Fees Paid: \$ \_\_\_\_\_

**Denied:** \_\_\_\_\_ **Approved:** \_\_\_\_\_

(All approvals/denials by Chief of Department Friedman only)

Reason for Denial:

- |  |   |
|--|---|
| <input type="checkbox"/> Confidential Disclosure                 | <input type="checkbox"/> Unwarranted invasion of Personal Privacy                           |
| <input type="checkbox"/> Record is not maintained by this agency | <input type="checkbox"/> Record of which this agency is legal custodian and cannot be found |
| <input type="checkbox"/> Exempt by Statute other than FOIL       | <input type="checkbox"/> Other  |

**You have a right to appeal a denial of this application within 30 days to the City Attorney's Office at City Hall, 25 Court Street, Cortland, NY 13045, who must fully explain the reason(s) for such denial in writing within 10 business days of an appeal.**

**I hereby Appeal:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_