

TOWN OF WALWORTH

3600 LORRAINE DRIVE
WALWORTH, NY 14568

FREEDOM OF INFORMATION LAW (FOIL)

GENERAL INFORMATION

- By law, copies of standard size documents can cost no more than .25 cents per page.
- You may inspect documents first and then ask for copies only of the ones you really want.
- We will respond to your request within five business days from the time we receive it. IF we must deny your request, you will receive written notification.
- If your request is denied, you may appeal in writing within 30 days to our agency's appeals officer. Address appeal to:
Walworth Town Board
3600 Lorraine Drive
Walworth, NY 14568

GROUNDINGS FOR DENIAL OF REQUEST

- Inter-agency or intra-agency documents, except "final agency policy", "instructions to staff that affect the public", and "statistical or factual tabulations or data".
- Certain law enforcement records
- Records that would result in an "unwarranted invasion of personal privacy".
- Records that would impair pending contract awards or endanger collective bargaining negotiations.
- Trade secrets.
- Records which, if disclosed, would endanger the life or safety of any person.
- Examination questions or answers requested prior to final administration of such questions.
- Computer access codes.
- Records specifically exempted by State or Federal Law.

If you have any questions, please address them to the Town Clerk's Office
(315) 986-1400, Option 9