



# MAMAKATING LIBRARY

## Application for Public Access to Records

Records Access Officer: Cheryl Jones, Library Director

I hereby apply for access to the following documents to:   Inspect   Receive Copies (Circle one)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Representing: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

A response to this request will be sent within five (5) business days after the application was received. In accordance with law and the library's FOIL Policy, there will be a fee of \$.25/page for copies and possible fees for staff time incurred with large or complicated requests. The full FOIL policy is available at [mamakatinglibrary.org](http://mamakatinglibrary.org)

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### For Agency Use Only:

Approved: \_\_\_\_\_

Denied: (For reason(s) checked below)

- Confidential Disclosure
- Unwarranted Invasion of 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 (Specified below)
- Part of investigatory files

Signature \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_