Jeffery L. McCann
Supervisor

Town of Greece

Town Clerk's Office

Ivana Casilio, Town Clerk

One Vince Tofany Boulevard • Greece, New York 14612-5016
Tel: (585)723-2341 Fax: (585)723-2459
www.greeceny.gov

FREEDOM OF INFORMATION

The purpose of the Freedom of Information Law (FOIL) is to make records available to the public. Documents or records maintained by the Town of Greece may be obtained by contacting Ivana Casilio, Town Clerk and Records Access Officer. Requests can be made in the following ways:

Completion and submittal of this form can be made to the Town Clerk in person, by email at icasilio@greeceny.gov, or by fax (585)723-2459. Requests can also be made online by visiting the town's website at: http://www.greeceny.gov - Go to "Departments/Town Clerk/FOIL Requests" (left drop-down box) and a form can be filled out and submitted on-line or one may be downloaded into a hard copy and mailed in.

Property Records

PROPERTY ADDRESS: _____

TAX ACCOUNT NO.: (if known) _____

All Other Records: Please clearly define the specific records you are seeking. (A request for "anything" or "everything" will not be accepted).

_____
_____
_____
_____

Once a determination has been made as to whether the requested records are available and/or disclosable, you will be notified. Please provide the appropriate contact information below.

NAME: _____ DATE: _____

ADDRESS: _____ PHONE NO. _____

_____ FAX NO. _____

E-MAIL ADDRESS: _____

There is no charge to review the records. Copies of records will be made available upon payment of the following fees:

$ _____pages X .25 per page (for 8 ½" x 11" or 14" documents) or the actual cost incurred by Town for reproduction.

$ _____ actual cost of production for all other records.