

**SCHOOL DISTRICT RECORDS EXHIBIT**

*Application for Public Access to Records*

To: Records Access Officer \_\_\_\_\_  
Clinton-Essex-Warren-Washington Board of Cooperative Educational Services  
1585 Military Turnpike Road  
P.O. Box 455  
Plattsburgh, NY 12901

I hereby apply to:  inspect only  request reproduction  
of the following record(s) @ 25 cents per page:

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

Approved  Denied for the following reason(s):

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

Signature/Title \_\_\_\_\_ Date \_\_\_\_\_

**NOTICE:** You have a right to appeal a denial of this application **within 30 days of receipt** to:  
Records Access Appeal Officer, Clinton-Essex-Warren-Washington BOCES, 1585 Military  
Turnpike, P.O. Box 455, Plattsburgh, NY 12901.

The applicant and the New York State Committee on Open Government will be informed of the  
Records Access Appeal Officer's determination in writing within ten business days of receipt of  
an appeal.

I hereby appeal \_\_\_\_\_  
Signature Date