



Return completed application to:
Records Access Officer
Room 300 City Hall,
233 E. Washington Street,
Syracuse, New York 13202
Or FAX to: 315-448-8381
E-mail Law@syr.gov.net

City of Syracuse
RECORDS ACCESS APPLICATION

Today's Date

Mailing Address

Name

City

State

Zip

Firm or Organization

Telephone

Signature

E-mail

There is a 25¢ per page copying fee. (Additional fees apply for photos and large maps.)

I hereby apply to inspect and / or copy the following record(s):

Record or Incident Type

Date of Incident (if applicable)

Incident Street Address (if applicable)

Police or Fire Report # (if applicable)

Describe Record(s) in Detail, Date of Birth, person(s) involved, etc.

FOR AGENCY USE ONLY

Approved

Partially Approved

Denied

Record not maintained by the City

Records Access Officer

Date
