



**Roosevelt Island  
Operating Corporation**  
of the State of New York  
591 Main Street  
Roosevelt Island, NY 10044  
(212) 832-4540  
www.rioc.ny.gov

## REQUEST FOR ACCESS TO RECORDS UNDER THE FREEDOM OF INFORMATION LAW (FOIL)

DATE OF REQUEST: \_\_\_\_\_

REQUESTER'S NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ APT: # \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

TELEPHONE NUMBERS: (Home) \_\_\_\_\_ (Business) \_\_\_\_\_

EMAIL: \_\_\_\_\_

Dear Records Access Officer:

Pursuant to Public Officers Law § 84 ("FOIL"), I hereby request the following records of the Roosevelt Island Operating Corporation of the State of New York ("RIOC"):

(1)

\_\_\_\_\_

(2)

\_\_\_\_\_

(3)

\_\_\_\_\_

The regulations of RIOC with respect to FOIL provide that there is no fee charged by RIOC to search and certify records for inspection or for my inspection of records. Should I request photocopies of any records to which RIOC grants me access, I will pay RIOC twenty-five cents per page for photocopies of any records that do not exceed 9 inches by 14 inches and the actual copying cost, excluding fixed agency cost, for copies of records that are more that such size.

Very truly yours,

Signature \_\_\_\_\_

*(Type-in your name)*