

Freedom of Information/Records Access/Open Meetings Law

The Town Clerk is the Records Access Officer.

If you wish access to a particular record, you may complete the Freedom of Information request form and send it to:

Town Clerk, Town of Pound Ridge, Town House, 179 Westchester Ave., Pound Ridge, NY 10576.

Your request for a record must reasonably describe the record and include information which will facilitate identifying and locating the record. Within 5 business days of receipt of your request, we will make the records available, deny access in writing giving the reason for the denial, or furnish a written acknowledgement of the request and tell you when the record will be available. A fee of 25 cents per page will be charged. Larger copies may be charged at the actual cost of production.

Supporting Documents

□ [foil_application.pdf.rtf](#)

- [Town Clerk](#)
- [A to Z Services List](#)

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