

POLICE DEPARTMENT

PAUL J. OLIVA Chief of Police

To whom it may concern:

All applications for security clearance requests for employment, letters of good conduct, or freedom of information records from the Town of Mt Pleasant Police Department will only be considered when such requests are made in writing by the applicant or their documented designee. All applications must be accompanied by valid proof of identification.

Additionally, applicants desiring such records shall complete and file the Information & Waiver Form (I&W #1). The research and preparation fee for such service is \$10.00 for paper documents and \$15.00 for copies on digital media.

Paul J. Oliva Chief of Police

ONE TOWN HALL PLAZA

VALHALLA, N.Y. 10595

PHONE: 914-769-1941

FAX: 914-769-7199

- Recycled Paper -

## RECORDS REQUEST APPLICATION

(Check Appropriate Selection)

Letter of Good Conduct	Security Clearance Reques	sts
Applicant Name Beryl Lipton		
Address 411A Highland Ave M	R96181, Somerville, MA 02	144
Phone Number 6172991832		
	INFORMATION & WAIVE	ER
**Section 1 For Letter of Good	l Conduct and Security Clear:	ance Requests
The records request is made for the the Town of Mount Pleasant Police pertinent to this request.	e purpose of Department to review and rele	and I authorize ase to me, or my designee, all records
Date of Birth	Lived at that Address from	to
**Section 2 For Freedom of In	formation	
List any dates, location, persons, or Please see attached letter with Pr Records request	ublic Sig <del>ned</del>	ation you de requesting.  Beryl Lipton
*DESK OFFICER MUST COPY A	ND ATTACH APPLICANT'S V	ALID PROOF OF IDENTIFICATION*
FOR AGENCY USE ONLY		
Approved		
Denied (for reason indicated below	)	
CONFIDENTIAL DISCLOSURE – PA	ART OF INVESTIGATORY FILES	
UNWANTED INVASION OF PERSO	NAL PRIVACY	
RECORD UNAVAILABLE		
RECORD NOT MAINTAINED BY TH	IIS AGENCY	
EXEMPTED BY STATUTE OTHER TI	HAN FREEDOM OF INFORMATION AC	Т
OTHER (SPECIFY)		
SIGNATURE	TITLE	DATE