

Date of Request: _____

Name (Please Print): _____

I hearby apply to inspect the following record(s):

I represent: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Signature of Applicant: _____

Requests can be submitted in one of the following ways:

- Email: FOIL@binghamton.edu
- By Mail or delivered in person to: Binghamton University / Purchasing – McGuire Building, PO Box 6000 Binghamton, NY 13902

For questions email FOIL@binghamton.edu

Appeal Notice:

Should you wish to appeal this decision, you must do so in writing, within 30 days. Appeals must be addressed to:

Aaron Gladd
FOIL Appeals Officer
The State University of New York
H. Carl McCall SUNY Building – 353 Broadway
Albany, NY 12246

This appeal will be decided, in writing, within ten business days of actual receipt of the Notice of Appeal.