

# BEMUS POINT CENTRAL SCHOOL DISTRICT

Maple Grove Junior/Senior High School  
3980 Dutch Hollow Road, P.O. Box 468  
Bemus Point, NY 14712  
716-386-2855 / Fax: 716-386-2376



Bemus Point Elementary School  
41 Liberty Street, P.O. Box 468  
Bemus Point, NY 14712  
716-386-3795 / Fax: 716-386-4293

**Joseph P. Reyda**  
Superintendent of Schools

**Holly L. Griffith, CPA**  
School Business Executive

**Julie Verdonik**  
Maple Grove Junior/Senior High  
School Principal

**Sonja DuBois**  
Bemus Point Elementary  
School Principal

**Carrie Yohe**  
Director of Student  
Services and Data

## Freedom of Information Request for Access to Public Records Form

Please complete all information below. All requests will be addressed by the District's Records Access Officer in accordance with the Freedom of Information (FOI) Act and procedures. Mail completed form to: Joseph Reyda, Records Access Officer, Bemus Point Central School District, P.O. Box 468, Bemus Point, NY 14712, or email to: [foil@bemusptcsd.org](mailto:foil@bemusptcsd.org).

The Records Access Officer will acknowledge receipt of the request within five (5) business days. When requests have been acknowledged, approval or denial of access will be made within twenty (20) additional business days. The additional time may be required to review or locate the records and/or determine rights of access.

Requestor's Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Organization Represented: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby request permission to inspect the following records:

I hereby request copies of the following records:

I understand fees may apply for copying and compiling\* of records.

Photocopying - \$.25 per page

\*No fees will be charged for compilations that take less than two hours to complete. If compilation will take more than two hours to complete, the Requestor will be notified in advance of the estimated cost of preparing a copy of the requested record(s).

Signed: \_\_\_\_\_ Date: \_\_\_\_\_