



Village of Southampton

BUILDING DEPARTMENT

23 Main Street

Southampton, NY 11968

631-204-2146 ext 146

631-204-2147 ext 147

F.O.I.L. REQUEST FORM

(Freedom of Information Law – Request for copies of Public Documents)

NAME: _____

ADDRESS: _____

PHONE: _____

DATE: _____

NAME OF PROPERTY OWNER: _____

BUILDING PERMIT # _____

CO # _____

PLANNING BOARD # _____

ZONING BOARD # _____

OTHER: _____

I WILL PICK UP (Allow 5 working days)

Please send to the above address

Date

Signature

Note: The fee is \$0.25 for 8x12 size photo copies. Items requiring special processing will be charged according to the cost. If you wish your documents mailed, payment should be made in advance, including postage.

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FOR VILLAGE USE ONLY

DATE RECEIVED: _____ DATE DELIVERED: _____ EMPLOYEE: _____ FEE: _____