

August 16, 2021

Town of Hempstead
Records Access Officer
Marie Jerome
mjerome@tohmail.org

Dear Ms. Jerome:

Pursuant to the Freedom of Information Law, I request **all records** pertaining to ALL Television advertising by the Town of Hempstead that aired in 2020.

These records shall include but not be limited to invoices, claim forms, and the actual audio, video, images, and text used in the advertisements.

I request that the records be provided to me in pdf format. If there are a large number of documents (that will take over 2 hours to scan), I ask that I be given time to view the records.

If for any reason any portion of my request is denied, please inform me of the reasons for the denial in writing BY EMAIL and provide the name, email address (if available), and postal address of the person or body to whom an appeal should be directed.

As you know, the Freedom of Information Law requires that an agency respond to a request within five business days of receipt of a request, and agencies must accept requests and transmit records requested via email in the format requested when they have the ability to do so. Therefore, I would appreciate a response via email as soon as possible and look forward to hearing from you shortly.

If you have any questions regarding this request, please let me know. If the cost to process this request will exceed \$0.00, please contact me via phone or email prior to processing this request.

Sincerely,
Felix Procacci
1165 Barnes Street
Franklin Square, New York, 11010
felixguyprocacci@gmail.com
516-233-1562