Capital District Democratic Socialists of America
[redacted]

Wednesday, July 29, 2020

John Salka or Records Access Officer
City of Troy, NY
433 River Street
Troy, NY, 12180

Re: FOIL request for Troy PD use of force policy

Dear John Salka,

Under the New York Freedom of Information Law, N.Y. Pub. Off. Law sec.84 et seq., we are requesting an opportunity to inspect or obtain copies of the following public records:

The use of force policy developed and adopted by the Troy Police Department, as mandated and described by NYS Executive Law §840(4)(d)(3).

If there are any fees for searching or copying these records, please inform me if the cost will exceed $25.00. However, we would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public's understanding of the Troy Police Department. This information is not being sought for commercial purposes.

If our request is too broad or does not reasonably describe the relevant records, please contact me via email so that I may clarify the request, and when appropriate inform me of the manner in which records are filed, retrieved or generated.

The New York Freedom of Information Law requires a response time of five business days. If access to the records we are requesting will take longer than this amount of time, please contact me with information about when we might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to us under the law.

Thank you for considering our request.
Sincerely,

Capital District Democratic Socialists of America
Contact: [redacted]