FOIL REQUESTS POLICY

The Fund shall follow all guidelines recommended by Article 6 of the New York State Public Officers law, also known as the Freedom of Information Law (FOIL), which allows members of the public to obtain records of state and local government. More information is available https://www.dos.ny.gov/coog/index.html.

The public may request records of the New York State Thoroughbred Breeding and Development Fund by postal mail or by emailing nybreds@nybreds.com.

Any requests by mail should be sent to:

Public Records Access/Executive Director
NYS Thoroughbred Breeding and Development Fund
28 Clinton St. 2nd Floor
Saratoga Springs, NY 12866

The request should include the sender's name, address, phone number, and email address, or any other relevant contact information such that the Fund may properly respond to the request.

The Chair of the Fund shall be made aware of all FOIL requests within 24 hours of receipt.

Within five business days of the receipt of a written request for a record reasonably described, the Fund shall make such record available to the person requesting it, deny such request in writing or furnish a written acknowledgement of the receipt of such request and a statement of the approximate date, which shall be reasonable under the circumstances of the request, when such request will be granted or denied, including, where appropriate, a statement that access to the record will be determined in accordance with subdivision five of this section.

The Executive Director will determine if the information is available and then reply to the request.

In the case of requests made to the Fund that go beyond information available within the Fund itself, the Fund staff can request the assistance and expertise of the NYS Gaming Commission under the shared services agreement between the Fund and the Gaming Commission.

As allowed under the law, the Fund will let the person making the FOIL request know how many pages of information will be produced in response to the request. There will be no charge to send out this information via email or email attachment. However, if printed copies are requested the Fund reserves the right to charge $.25 (twenty-five cents) per page. Payment must be received in advance of the Fund providing those hard copies. A check for the appropriate fee should be made payable to "NYS Thoroughbred Breeding and Development Fund" and mailed to:

Public Records Access/Comptroller
NYS Thoroughbred Breeding and Development Fund
28 Clinton St. 2nd Floor
Saratoga Springs, NY 12866

Because State Law exempts certain records from disclosure (see the personal privacy protection law at https://www.dos.ny.gov/coog/pppl.html), the Fund, or the Gaming Commission in assisting the Fund,

may deny a request, in whole or in part, if it falls under these exemptions. To appeal the denial of a request by the Records Access Officer, send a letter to:

Public Records Access/Executive Director
NYS Thoroughbred Breeding and Development Fund
28 Clinton St. 2nd Floor
Saratoga Springs, NY 12866