

Date

INSTRUCTIONS

Name

Street Address

Great River, New York 11739

Clerk of the Town of Islip

Islip Town Hall

655 Main Street

Islip, New York 11751

Re: Defective Condition Located at _____, Great River

Dear Town Clerk:

Please let this letter serve as written notice pursuant to Section 47A-3 of the Islip Town Code and Subdivision 2 of Section 65-a of the Town Law of a defective condition located in the Hamlet of Great River.

The defect involves: [You must give a description of the defective condition and its particular location. Examples: (1) a depression in the roadway on the west side of Great River Road approximately 10 feet south of the intersection of Great River Road and Montauk Highway at the location of two natural gas main vault covers; both covers are several inches below the surface of the roadway causing a hazard to pedestrians and bicycle riders. (2) a pothole on the north side of River Road at the intersection of Church Road and River Road. (3) a dead or diseased tree limb on the south side of River Road approximately 100 feet west of Widgeon Court.]

Please add this written notice to the indexed record of defective conditions maintained by the Town as required by Subdivision 4 of Section 65-a of the Town Law and Section 50-g of the General Municipal Law.

Very truly yours,

Name

cc: Commissioner of Public Works
Town of Islip Department of Public Works
401 Main Street, Second Floor
Islip, New York 11751