

Date _____

Name _____

Street Address _____

Great River, NY 11739

Clerk of the Town of Islip

Islip Town Hall

655 Main Street

Islip, NY 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:

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,

Cc: Commissioner of Public Works
Town of Islip Department of Public Works
401 Main Street, Second Floor
Islip, NY 11751