

Town of Chester Library
Patriot Act Policy

Town Attorney, Mark Schachner: 518-793-6630 or 6611

The Board of Trustees of the Town of Chester Library has adopted the Law Enforcement Inquiries Guideline as presented by the New York Library Association.

If an alleged law enforcement official requests information **without a court order, subpoena, search warrant of National Security Letter DO NOT disclose any information,**

Refer to *During a Visit* Section A of the Law Enforcement Inquiries Guideline.

If the document is in the form of a **subpoena,**

Refer to *Subpoena* Section B of the Law Enforcement Inquiries Guideline.

If the document is in the form of a search **warrant,**

Refer to *Search Warrant* Section C of the Law Enforcement Inquiries Guideline.

OR

If the document is issued under the **Foreign Intelligence Surveillance Act (FISA) (USAPATRIOT ACT amendment),**

Refer to *Search Warrant* Section D of the Law Enforcement Inquiries Guideline.

If the document is in the form of a **National Security Letter,**

Refer to *National Security Letter* Section E of the Law Enforcement Inquiries Guideline.

Attachment: Law Enforcement Inquiries Guideline

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Adopted by Library Trustees, Aug 17, 2004