



RTK Number: _____

RECEIVED

pennsylvania

 3/23/2012
 OFFICE OF OPEN RECORDS
 WORCESTER TOWNSHIP, MONTGOMERY COUNTY
STANDARD RIGHT-TO-KNOW REQUEST FORMDATE REQUESTED: 3/23/12REQUEST SUBMITTED BY: E-MAIL U.S. MAIL FAX IN-PERSONNAME OF REQUESTOR: Scott & Jeanne Hartzell

REQUESTOR STREET ADDRESS: _____

REQUESTOR CITY/STATE/COUNTY (Required): _____

REQUESTOR TELEPHONE (Optional): _____

REQUESTOR E-MAIL ADDRESS (Optional): _____

RECORDS REQUESTED:

*Provide as much specific detail as possible so the agency can identify the information.

*Plot Plan - I am trying to determine area
of our lot that our house sits on*

DO YOU WANT COPIES? YES or NO

DO YOU WANT TO INSPECT THE RECORDS? YES or NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

RIGHT TO KNOW OFFICER: TOWNSHIP MANAGER OR ASSISTANT MANAGER

DATE RECEIVED BY THE AGENCY:

AGENCY FIVE (5)-DAY RESPONSE DUE:

**Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)