



RTK Number: \_\_\_\_\_ - \_\_\_\_\_

# pennsylvania

OFFICE OF OPEN RECORDS

WORCESTER TOWNSHIP, MONTGOMERY COUNTY

## STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 8/21/12

REQUEST SUBMITTED BY:  E-MAIL     U.S. MAIL     FAX     IN-PERSON

NAME OF REQUESTOR: LES SCHMALBACH

REQUESTOR STREET ADDRESS: 2

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.*

PLEASE SEE ATTACHED

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.)*

**RTK Request – Records Requested Attachment**

From: Les Schmalbach,

I request copies of the Township Engineer's Reports prepared for the BOD meetings for the following 2012 dates:

Feb 15  
March 5  
March 21  
April 2  
April 18  
May 7  
May 16  
June 4  
June 20  
July 2  
July 18  
Aug 6  
August 15

Thank you,

A handwritten signature in cursive script, appearing to read "Les Schmalbach", with a long horizontal flourish extending to the right.