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RTK Number: 13-1046

pennsylvania

OFFICE OF OPEN RECORDS

WORCESTER TOWNSHIP, MONTGOMERY COUNTY

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: August 30, 2013

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

NAME OF REQUESTOR: John H. Kiefel, Esquire

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.*

See attached.

DO YOU WANT COPIES? YES or NO Documents will be designated at time of inspection.

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.)*

JOHN H. KIEFEL

ATTORNEY AT LAW

721 EAST LANCASTER AVENUE
DOWNTOWN, PA 19335

(610) 873-4140

FAX (610) 873-9942

Email: jkiefel@verizon.netWeb: www.johnkiefellawoffice.com

ADMITTED IN PENNSYLVANIA & CONNECTICUT

OF COUNSEL TO:
SHEFFY, MAZZACCARO, DePAOLO & DeNIGRIS, LLP
166 NORTH MAIN STREET
SOUTHINGTON, CT 06489
PHONE: (860) 620-9460
FACSIMILE: (860) 620-9348

August 29, 2013

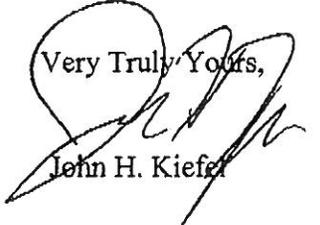
Open Records Officer
Worcester Township
1721 Valley Forge Road
Post Office Box 767
Worcester, PA 19490

RE: Eric Ladley & Susan Ladley

Dear Sir or Madam:

Please note that I am counsel for Eric Ladley & Susan Ladley. This letter will serve as an Open Records Request on behalf of my clients. Specifically, I wish to inspect and copy the Building Permit files in possession of Worcester Township for the real property with the street address of 3411 Mill Road, Collegeville, PA 19426. Kindly contact my office to schedule a date and time when the files may be available for me to review.

Very Truly Yours,


John H. Kiefel