RTK Number: _____-_____

pennsylvania

OFFICE OF OPEN RECORDS

RECEIVED

JAN 7 2013

WORCESTER TOWNSHIP, MONTGOMERY COUNTY

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 1 / 7 / 2013

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

NAME OF REQUESTOR: Haibo Xie

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.

On behalf of my client, I am writing to verify the 3rd level loft of 174 Hedge Row Cir, Worcester was finished with legal permit

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.)