



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

# pennsylvania

OFFICE OF OPEN RECORDS

WORCESTER TOWNSHIP, MONTGOMERY COUNTY

RECEIVED

JAN 30 2013

## STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: Jan 30 2013

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

NAME OF REQUESTOR: Tricia Macartney

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*

Need site plans for Lots 21 & 22 in Applewood Estates -

DO YOU WANT COPIES? YES or NO (YES circled)

DO YOU WANT TO INSPECT THE RECORDS? YES or NO (NO circled)

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO (NO circled)

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.)*