pennsylvania
OFFICE OF OPEN RECORDS

RECEIVED
15-1360

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: June 22, 2015

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

REQUEST SUBMITTED TO (Agency name & address): Worcester Township
1721 Valley Forge Rd, Worcester, PA 19490

NAME OF REQUESTER : Jason Skimski

STREET ADDRESS:

CITY/STATE/COUNTY/ZIP(Required).

TELEPHONE (Optional): **EMAIL (optional).**

RECORDS REQUESTED: **Provide as much specific detail as possible so the agency can identify the information.* ***Please use additional sheets if necessary***

Please provide a detailed listing showing jobs/job classifications and rates of pay, both starting pay and final pay, if pay is based on a graduated tier system.

DO YOU WANT COPIES? ☐ YES ☑ NO
DO YOU WANT TO INSPECT THE RECORDS? ☐ YES ☑ NO
DO YOU WANT CERTIFIED COPIES OF RECORDS? ☐ YES ☑ NO
DO YOU WANT TO BE NOTIFIED IN ADVANCE IF THE COST EXCEEDS $100? ☑ YES ☐ NO

**** PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES ****
**** IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL ****

FOR AGENCY USE ONLY

OPEN-RECORDS OFFICER:

☐ I have provided notice to appropriate third parties and given them an opportunity to object to this request

DATE RECEIVED BY THE AGENCY:

AGENCY FIVE (5) BUSINESS 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.)*