

RECEIVED
MAR 20 2017



RTK Number: 17-1032

pennsylvania

OFFICE OF OPEN RECORDS

WORCESTER TOWNSHIP, MONTGOMERY COUNTY STANDARD RIGHT-TO-KNOW REQUEST FORM

ATTN: TOMMY RYAN

Per State Law: Please allow up to five (5) business days for an agency response.

DATE REQUESTED: 3/20/2017

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

YOUR NAME: Tri State Office

YOUR STREET ADDRESS: _____

CITY/STATE/COUNTY (Required): _____

TELEPHONE (Optional): _____ FAX (Optional): _____

E-MAIL ADDRESS (Optional): _____

DESCRIPTION OF RECORDS REQUESTED:

*Provide as much specific detail as possible below so that the agency can identify the records.

Please provide all information pertaining to your postage machine including; type of machine, leasing information, monthly payment, service and where you purchase supplies such as ink, labels. Also, any other machines on site; Folder Inserters, Letter Openers, Shredders.
Package tracking software if applicable.

HOW I WANT THE RECORDS (Charges may apply):

PICK UP FAX EMAIL STANDARD MAIL DISC VIEW IN PERSON

I WANT CERTIFIED COPIES OF THE RECORDS (Additional charges apply):

YES NO