



**pennsylvania**  
OFFICE OF OPEN RECORDS

RECEIVED  
MAY 18 2017  
17-1644

**STANDARD RIGHT-TO-KNOW REQUEST FORM**

DATE REQUESTED: 5-1-17

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

REQUEST SUBMITTED TO (Agency name & address): worcester township

NAME OF REQUESTER : Thomas lepera

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*

It is hereby requested pursuant to 65 PS Section 67.101 et. seq. that any and all documents be produced containing the following information: Copies of any and all construction permits issued for any general contractor and any and all electrical permits issued for any electrical installations including fire alarm systems, security systems, and/or cabling/data voice systems and the names of the contractors and inspectors they were issued to, from April 1, 2017-April 30, 2017

DO YOU WANT COPIES? YES or NO -yes- electronic files sent through EMAIL preferred  
DO YOU WANT TO INSPECT THE RECORDS? YES or NO -no  
DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO -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**

RIGHT TO KNOW OFFICER:

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.)*