



# pennsylvania

OFFICE OF OPEN RECORDS

## STANDARD RIGHT-TO-KNOW REQUEST FORM

**DATE REQUESTED:** October 20, 2010

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

**NAME OF REQUESTOR :** Joanne McDevitt / Edgemont Stone & Supply

**STREET ADDRESS**

**CITY/STATE/COUNTY (Required)**

**TELEPHONE (Optional):**

**RECORDS REQUESTED:**

*Please provide a listing of approved building permits issued from your borough/township starting July 2010 to present. Kindly email to Thank you!*

*Please include full address, contractor & type of work. Only need new construction, addition & renovation permits.*

**DO YOU WANT COPIES?** YES  NO  a list with address's please

**DO YOU WANT TO INSPECT THE RECORDS?** YES  NO

**DO YOU WANT CERTIFIED COPIES OF RECORDS?** YES  NO

**RIGHT TO KNOW OFFICER:** \_\_\_\_\_

**BOROUGH/TOWNSHIP:** \_\_\_\_\_

**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.)*