



pennsylvania
OFFICE OF OPEN RECORDS

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: July 15, 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 April 2010 to present. Kindly fax back to or email to Thank you!

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

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

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

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO **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.)*