



STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 6/16/2020



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

NAME OF REQUESTER : West Easton Borough Constable

STREET ADDRESS : _____

CITY/STATE/COUNTY/ZIP(Required): West Easton, PA

TELEPHONE (Optional): _____

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

1. I am seeking the surveillance video of myself at Borough Hall in August of 2012 regarding a Final Determination granted in my favor. Please remit in email or whatever medium it exists. 2. The video was also posted this year at www.westeastonpa.com, therefore I am seeking all Borough records pertaining to this incident . Electronic copies (fax or email).

DO YOU WANT COPIES? YES or NO

DO YOU WANT TO INSPECT THE RECORDS? YES or NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or 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: Joan Heebner

DATE RECEIVED BY THE AGENCY: 6-16-2020

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 6-23-2020

"Urgent" request- yellow phase pandemic

***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.)*