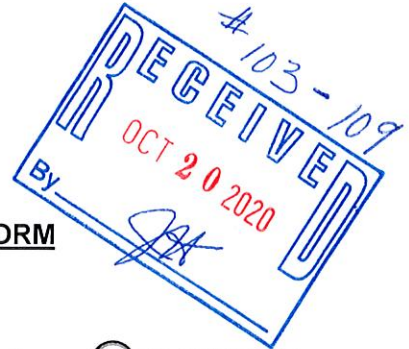




# pennsylvania

OFFICE OF OPEN RECORDS



## STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 10/20/2020

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. electronic copies of YTD general fund expenditure history report, YTD budget status report, and most recent treasurer report. (2)
2. Seeking any document that shows the names of businesses currently operating in the 601 East Street building, formerly referred to in email as 7 different businesses. (3)
3. Inspection only of TYD invoices and zoning files. (5)
4. All documents filed in Federal Lawsuit regarding drug treatment ctr. 1/1/2020 to present. (7)

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: 10-20-2020

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 10-27-2020

emailed 10-27-2020 ; 30 day due 11-25-2020

**\*\*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.)**