



Dingman Township

Pike County, Pennsylvania

RIGHT-TO-KNOW DOCUMENT REQUEST FORM

This form is to be used when requesting secretarial, financial, and administrative records.

DATE REQUESTED: _____

NAME OF REQUESTOR : _____

MAILING ADDRESS: _____

CITY / STATE/ ZIP: _____

TELEPHONE (Optional): _____

RECORDS REQUESTED: (Be as specific as possible – use back if necessary)

Check here if your request is continued on the back of this form

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

For Township Use Only:

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

RIGHT TO KNOW OFFICER: Karen Kleist

DATE RECEIVED BY THE OPEN RECORDS OFFICER: _____

FIVE (5)-DAY RESPONSE DUE: _____

RESPONSE: Approved Denied Approved with Redactions

No Record Located Insufficient information to determine if such record exists