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 No, in-person inspection of records preferred (*may request copies later*)

DO YOU WANT CERTIFIED COPIES? Yes (*may be subject to additional costs*) No

RIGHT-TO-KNOW OFFICER ADMIN: JON A. HAMMER, TOWNSHIP MANAGER
RIGHT-TO-KNOW OFFICER POLICE: MICHAEL L. MARTIN, CHIEF OF POLICE
RIGHT-TO-KNOW OFFICER FSA: STACEY SINGRELLA, BUSINESS MANAGER

DATE RECEIVED BY FRANCONIA TOWNSHIP: _____

AGENCY FIVE (5)-DAY RESPONSE DUE: _____

****Public bodies may fill anonymous verbal or written requests. If the requester 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 as to why information is sought or the intended use of the information unless otherwise required by law (Section 703).**

Fees:

COPIES PER PAGE: \$0.25 per side/per page
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*Please note copies requested that cannot be reproduced on site (i.e. subdivision plans) will be sent off site for copying. The requester is responsible for all costs involved.

*NOTE: In most cases, a complete RTKL request is a form of public record.
More information about the RTKL is available at <https://www.openrecords.pa.gov>*