



Pennsylvania Office of Open Records

Standard Right-to-Know Law Request Form

Please read carefully. Complete this form and retain a copy of both pages; this copy may be required if an appeal is filed. You have 15 business days to appeal after a request is denied or deemed denied. More information about the RTKL is available at http://www.openrecords.pa.gov. In most cases, a completed RTKL request form is a public record.

SUBMITTED TO AGENCY NAME: Wayne Township (Attn: AORO)

Date Request Submitted: August 7, 2025 Submitted via: [X] Email [] U.S. Mail [] Fax [] In Person

PERSON MAKING REQUEST:

Full Name: Ken A. Smith

Company (if applicable):

Please send response via: [X] Email [] U.S. Mail

If you wish to obtain records that only exist in hard copy, or must be provided on an electronic storage device, you may be required to provide a mailing address to the agency. See Section 703.

Email: ksmith8787@hotmail.com

Mailing Address: 100 Missing Pines Drive

City: McVeytown State: PA Zip: 17051 Telephone: 717-348-6148

How do you prefer to be contacted if the agency has questions? [X] Telephone [X] Email [] U.S. Mail

By checking this box, I affirm that my full name and contact information is true and correct, and that I am a legal resident of the United States. I understand that failure to check this box may result in the denial of my request and the dismissal of any appeal filed with the Office of Open Records.

RECORDS REQUESTED: Provide as much detail as possible, including subject matter, time frame, and type of record sought. RTKL requests must seek records, not ask questions. Use additional pages if necessary.

I am requesting all Wayne Township financial disbursements from all accounts for the time period January 1, 2025 to July 31, 2025. Thank you