



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 <https://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: 10/5/20 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Full Name: Rose Walker

Company (if applicable): N/A

Please send response via: 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: rosewalker0494@gmail.com

Mailing Address: 228 Sechrist Road

City: McVeytown State: PA Zip: 17051 Telephone: 7179941348

How do you prefer to be contacted if the agency has questions? Telephone 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 would like the recieptes for the following transations:

- America 250 PA \$259.06
- 2.18.2025 Amazo Market Place \$900.28
- 3.25.2025 Lowes \$158.96
- 4.24.2025 Amazon Market Place \$241.95
- 4.24.2025 Minit Mart \$241.97
- 5.1.2025 Amazon Market Place \$136.98

Form continues on page 2. Retain a copy of both pages.

RECORDS REQUESTED (continued):

4.15.2025 and 4.28.2025 Amazon Market Place \$95.99 for both transactions
6.16.2025 Amazon Market Place \$153.56

DO YOU WANT COPIES? Yes, printed Yes, electronic No, in-person inspection

Records shall be provided in the medium requested if they exist in that medium; otherwise, they shall be provided in the medium in which they exist. See Section 701. Your request may require payment or prepayment of fees. View the [Official RTKL Fee Schedule](#) for more details.

I understand that my request may incur fees. Notify me before further processing if fees will be more than \$100 (or) \$10.00.

Do you want [certified copies](#)? Yes (may be subject to additional costs) No

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: _____ Response Due (5 bus. days): _____

30-Day Ext.? Yes No (If Yes, Final Due Date: _____) Actual Response Date: _____

Request was: Granted Partially Granted & Denied Denied Cost to Requester:
\$ _____

Appropriate third parties notified and given an opportunity to object to the release of requested records.

Retain a copy of both pages of this Form.