



# LIMERICK TOWNSHIP

646 WEST RIDGE PIKE  
LIMERICK, PENNSYLVANIA 19468

ADMINISTRATION OFFICES

(610) 495-6432  
FAX (610) 495-0353  
FAX (610) 495-0952

POLICE DEPARTMENT

(610) 495-7909  
FAX (610) 495-5702

## STANDARD RIGHT-TO-KNOW REQUEST FORM

**DATE REQUESTED:** \_\_\_\_\_

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

**NAME OF REQUESTOR :** \_\_\_\_\_

**STREET ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP/COUNTY (Required):** \_\_\_\_\_

**TELEPHONE (Optional):** \_\_\_\_\_

**RECORDS REQUESTED:**

*\*Provide as much specific detail as possible so the agency can identify the information.*

**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

**CIRCLE ONE:**    WILL PICK UP      MAIL      E-MAIL IO:

**RIGHT TO KNOW OFFICER:** \_\_\_\_\_

**DATE RECEIVED BY THE AGENCY:** \_\_\_\_\_

**AGENCY FIVE (5)-DAY RESPONSE DUE:** \_\_\_\_\_

*\*\*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.)* (Rev 1-22-09)