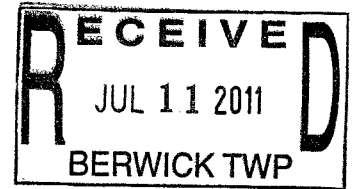




pennsylvania
OFFICE OF OPEN RECORDS



STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 7/8/2011

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

NAME OF REQUESTOR: Trisha Frassetto
Signature Information Solutions, LLC
TFrassetto@signatureinfo.com

STREET ADDRESS: P.O. Box 8488

CITY/STATE/COUNTY (Required): Trenton/ NJ/ Mercer 08650-0488

TELEPHONE (Optional): Toll free 800-432-8384 ext 7055/ Fax 866-698-6986

RECORDS REQUESTED: FOR DETAILED MONTHLY TAX COLLECTOR STATEMENT
**Provide as much specific detail as possible so the agency can identify the information.*

Please accept this letter as our request for a copy of the detailed tax collector's monthly report to taxing district submitted to the Township pursuant to 72 P.S. §5511.25 for the months of March, April and May of the current year. This is the Department of Community and Economic Development (DCED) report, as stated in the Tax Collector's Manual:

"The monthly statement must list all taxes collected for the taxing district for the reporting period. This report must list the names of taxpayers and amount collected from each, including discounts and penalties and must carry a total of all taxes collected with discounts and penalties for the reporting period."

We will accept this financial record in whatever format (electronic or paper) it is provided to you. In an effort to 'Go Green' we do prefer the information electronically.

Please provide the requested information by July 18, 2011

DO YOU WANT COPIES? YES

DO YOU WANT TO INSPECT THE RECORDS? NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? NO

RIGHT TO KNOW OFFICER:

DATE RECEIVED BY THE AGENCY: