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pennsylvania
OFFICE OF OPEN RECORDS

STANDARD RIGHT-TO-KNOW REQUEST FORM

TO: Berwick Township

ATT: Open Records Officer

FAX: (717) 632-2280

DATE REQUESTED: September 8, 2010

REQUEST SUBMITTED BY: FAX

NAME OF REQUESTOR: Al Greenly

STREET ADDRESS: 4647 Jonestown Rd.

CITY/STATE/COUNTY (Required): Harrisburg/PA/Dauphin/17109

TEL. (Optional):(800) 220-3110 **FAX #:** (717) 545-2919 **EMAIL:** Al_Greenly@Gunton.com

RECORDS REQUESTED:

Please provide a monthly summary of all residential building permits issued in **August 2010**.

If the municipality does not keep a monthly summary I would like a copy of all residential new construction, renovations or additions permitted.

Copies can be faxed or emailed using the information above.

I can also pick up the information in person if that is preferred.

I realize there may be charges associated with providing this information. Please call me if there are any questions.

I respect your time and appreciate your help.

Please let me know if you have any suggestions that will help the municipality process this request more efficiently.