



**RTKR #32.2023**  
**Received 10/03/2023**

## Standard Right-to-Know Law Request Form

*Good communication is vital in the RTKL process. Complete this form thoroughly and retain a copy; it is required should an appeal be necessary. You have 15 business days to appeal after a request is denied or deemed denied.*

**SUBMITTED TO AGENCY NAME: Borough of Bath (Attn: AORO)**

Date of Request: October 3, 2023

Submitted via: Email

**PERSON MAKING REQUEST:**

Name: Michael Long

Company (if applicable):

Mailing Address [REDACTED]

City: Bath

State: PA

Zip: 18014

Email: [REDACTED]

Telephone: [REDACTED]

Fax:

How do you prefer to be contacted if the agency has questions? Email

**RECORDS REQUESTED:** *Be clear and concise. Provide as much specific detail as possible, ideally including subject matter, time frame, and type of record or party names. Use additional sheets if necessary. RTKL request should seek records, not ask questions. Requesters are not required to explain why the records are sought or the intended use of the records unless otherwise required by law.*

**NARRATIVE**

Pursuant to Pennsylvania's Right-to-Know Law, I am requesting copies of the video recordings of the following public meetings:

Borough Council Meeting on August 7, 2023  
Borough Council Meeting on September 5, 2023  
Borough Council Meeting on October 2, 2023

Additionally, I request any and all records of votes or formal actions taken during the public session following the executive session on October 2, 2023.

Please provide these recordings in their original digital format if available. I am also requesting copies of the purpose, motions or resolutions that led to any executive sessions during these meetings, as they should be part of the public record.

Please respond within 5 business days, indicating whether you will provide the requested recordings and documents. If you deny this request, please cite the specific exemptions in the RTK Law on which you are relying.

**DO YOU WANT COPIES? Yes, electronic copies preferred if available.**

Do you want certified copies? No

RTKL Requests may require payment or prepayment of fees. See the Official RTKL Fee Schedule for more details.

