

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 6, 2023

Submitted via: Email

PERSON MAKING REQUEST:

Name: Michael Long

Company (if applicable):

Mailing Address: [REDACTED]

Email: [REDACTED]

City: Bath

State: PA

Zip: 18014

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

Right-to-KnowRTKL-23-11

Your Submission
Attachments
Guests (0)

Right-to-Know Request Form Generated
Request Review
Custom Payment
Agency Response

Your submission

Submitted Oct 3, 2023 at 3:11pm

Contact Information

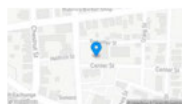
Michael Long

[REDACTED]
[REDACTED] Bath, Pennsylvania 18014

Locations

1 location total

PRIMARY LOCATION



121 S. WALNUT ST

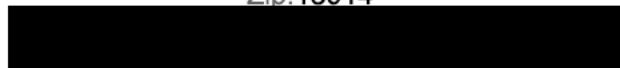
BATH, Pennsylvania 18014

Agency Submitting TO

Submitted to Agency Name: Borough of Bath
Date of Request: 10/03/2023
Submitted via: Email

Person Making the Request

Name: Michael Long
Company (If applicable): --
Mailing Address: [REDACTED]
City: Bath
State: PA
Zip: 18014



Fax: --

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

Records Requested

Be clear and concise. Provide as much detail as possible, ideally including subject matter, time frame, and type of record or party names. Use additional sheets if necessary.

RTKL requests 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/Request for Records Entered Here: 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 July 14, 2021
Borough Council Meeting on October 4, 2021
Borough Council Meeting on January 3, 2022

Additionally, I request any and all records of votes or formal actions taken during the council meeting on January 3, 2022.

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.

Please notify me if fees associated with this request will be more than \$100? Yes

Please notify me if fees associated with this request will be more than (. . .)? Please specify for the Agency

ITEMS BELOW THIS SECTION FOR AGENCY USE ONLY

Tracking:

Date Received:

Response Due (5 Bus. Days):

30-Day Extension Required?:

If Yes, Final Due Date:

Actual Response Date:

Request was?:

Cost to Requestor:

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

NOTE: In most cases, a completed RTKL request form is public record.

More information about the RTKL is available at <https://www.openrecords.pa.gov>

Form updated Nov. 27, 2018