



CHALFONT BOROUGH

RIGHT-TO-KNOW-REQUEST

Date: _____

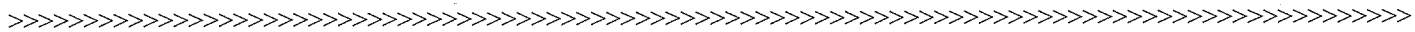
Requester's Name: _____

Address: _____

Phone #: _____ Fax#: _____

Information Desired: _____

- 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.)
- The public does not have the right to know where on the facility the hazardous materials are stored or handled, or to view maps, floors plans, or personal telephone numbers of employees.



Fee Structure

Do you want copies? **Yes** or **No** Do you want to inspect the records? **Yes** or **No**
Copies: \$.25 per page (not applicable to members of the media) Other fee charges available upon request.
(A "photocopy" is either a single-sided copy or one side of a double-sided black-and-white copy of a standard 8.5" X 11" page.)

BORO USE ONLY	
Due date: _____	Extended due date: _____
Action Taken: _____	

Completed: _____	
Charged: _____	

40 N. Main Street, Chalfont, PA 18914

TELEPHONE: 215.822.7295 FAX: 215.822.5528 WWW.CHALFONTBOROUGH.COM