Official Use Only (date stamp)

## RIGHT-TO-KNOW LAW REQUEST FORM

Borough of Bloomfield Right-to-Know Officer P.O.Box 144 New Bloomfield, Pa. 17068

Date Requested				
Request Submitted By: (check one)	□ E-Mail	□ U.S. Mail	□ FAX	☐ In-Person
Name of Requester				
(please print)	Last	First		MI
Mailing Address		Street/P.O.Box		
		Street/P.O.Box		
City		State Zip Code		
Telephone Number	FAX number			
	Optional		Optional	
Please check the following i			spection	
		e documents identifie		
1 am requesting ce	crunea copies of	the documents identif	neu above.	

Note: The requester is responsible for paying any applicable processing costs. Bloomfield Borough charges \$.25 per page plus any applicable costs for postage, certification, redaction, formatting, or other costs necessary to process the requested documents. Pre-payment will be required if expected compliance costs exceed \$100 and/or if any previously accrued requests have not been paid in full. The RTKL officer will respond within 5 business days of the receipt of the request. A 30 day extension will be applied if the request requires extreme measures to find and process the documents.