

BOROUGH OF LANGHORNE MANOR
618 Hulmeville Avenue
Langhorne Manor, Pennsylvania 19047-2749
(215) 752-5835
(215) 752-4675 (fax)
Email: borooffice@comcast.net

PUBLIC RECORD REVIEW/DUPLICATION REQUEST

Please print legibly

Date requested _____

Requestor's Name: _____

Requestor's Address: _____

Requestor's Telephone No.: _____

Record Requested:

I request review/duplication (circle as appropriate) of the following records. **Important:** You must identify or describe the records with sufficient specificity to enable the Borough to determine which records are being requested. Use additional sheets of paper if necessary.

I certify that I am a resident of the United States of America.

Signature of Requestor

This request may be submitted in person, by mail, by facsimile or email.

Right To Know Officer: _____

Date received by Langhorne Manor Borough: _____

Agency five (5)-day response due: _____