

2020-48



Standard Right-to-Know Law Request Form

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

SUBMITTED TO AGENCY NAME: Caln Township (Attn: AORO)

Date of Request: 7/20/20 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: JAMES ROBERTS Company (if applicable): _____

Mailing Address: P.O. Box 566

City: Southeastern State: PA Zip: 19366 Email: _____

Telephone: _____ Fax: _____

How do you prefer to be contacted if the agency has questions? Telephone Email U.S. Mail

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. 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. Use additional pages if necessary.*

Hello, We're requesting mailroom records for the 2019 tax year in relation to the postage meter lease agreement. Please provide a copy of the ^{none} lease that shows the type of mailing equipment, monthly/quarterly payment, and date of the signed agreement. If you have a copy of your most recent invoice or purchase order, please submit. Any package training software if applicable. We do not wish to inspect the records or need it certified. Please forward the appropriate documents to Tristateoffice19034@gmail.com

- DO YOU WANT COPIES?** Yes, printed copies (default if none are checked)
 Yes, electronic copies preferred if available
 No, in-person inspection of records preferred (may request copies later)

Do you want certified copies? Yes (may be subject to additional costs) 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 (or) \$_____.

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: 7/20/2020 Response Due (5 bus. days): 7/27/2020 AM

30-Day Ext.? Yes No (If Yes, Final Due Date: _____) Actual Response Date: _____

Request was: Granted Partially Granted & Denied Denied Cost to Requester: \$_____

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 a public record. More information about the RTKL is available at <https://www.openrecords.pa.gov> Form updated Feb. 3, 2020

Denise Miller 7/20/2020 9:25 AM

Lease invoice# 3311082250

April 21, 2020

SUMMARY OF YOUR CHARGES	
Leasing charges	\$159.66
Total tax	\$0.00
TOTAL DUE 05/20/2020	\$159.66
<i>See reverse side for invoice details.</i>	

PAYMENT INFORMATION
 Payment of \$159.66 is due by May 20, 2020



Sign up.

Never need to pick up the phone again. Sign up to "Your Account" to manage everything online. pitneybowes.com/us/signupnow



Pay online.

Start using "Your Account" today to manage everything online, including AutoPay. pitneybowes.com/us/payonlinenow



Questions?

Get immediate answers to your questions. pitneybowes.com/us/answers

For Billing and Account Support call: 844-256-6444

NEW: Check your lease contract details at pitneybowes.com/us/contract

Handwritten signature
 4/24/20

01-00-405-321

20-01071

To pay by mail, complete and send the coupon below. Please allow 7-10 business days for mail and processing time.



Account number
0017089609

Invoice number
3311082250

Invoice date
April 21, 2020

DETAILS OF YOUR CHARGES

Contract # 0040790698	Billing period: 02/21/2020 - 05/20/2020	Totals
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Location account: 0017089609

Location: CALN TOWNSHIP, 253 Municipal Dr, Thorndale, PA 193721015

Description	Total
SendPro C200, C300, C400	\$159.66
Product/Serial #: MP81 / 0082791	
C Series Integrated Scale	
Product/Serial #: 2H00 / 2109212	
C Series Base	
Product/Serial #: 1H00 / 2109212	
SendPro C Series Meter	
Total tax	\$0.00
Contract # 0040790698 Total	\$159.66
TOTAL DUE	\$159.66



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Important information

Access the following activities on our website:

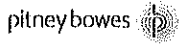
- View and pay bills
- Order Supplies
- Update account information
- Access technical support

It's easy. Go to pitneybowes.us/signin

This transaction is governed by the terms and conditions of the applicable Pitney Bowes agreement, current as of the date of this invoice unless otherwise agreed to in writing by the parties.

Payment

If we do not receive your payment by the Payment Due Date, late fees will apply. If your payment is returned, you're liable for any charges we incur. If you make a partial payment of the payment due, it doesn't change your contract or obligations to us.



Lease/Purchase Option

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Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee: CALN TOWNSHIP
 Tax ID # (FEIN/TIN): 236005459

Sold-To: Address
 253 Municipal Dr, Thorndale, PA, 19372-1015, US

Sold-To: Contact Name: Chuck Wilson
 Sold-To: Contact Phone #: (610) 384-0600
 Sold-To: Account #: 0017089609

Bill-To: Address
 253 Municipal Dr, Thorndale, PA, 19372-1015, US

Bill-To: Contact Name: Chuck Wilson
 Bill-To: Contact Phone #: (610) 384-0600
 Bill-To: Account #: 0017089609
 Bill-To: Email: *Finance* chuckwilson@calntownship.org

Ship-To: Address
 253 Municipal Dr, Thorndale, PA, 19372-1015, US

Ship-To: Contact Name: Chuck Wilson
 Ship-To: Contact Phone #: (610) 384-0600
 Ship-To: Account #: 0017089609

PO #

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROCSERIES	SendPro C200, C300, C400
1	1H00	SendPro C Series Meter
1	2H00	C Series Base
1	C200	SendPro C200
1	DM2RKL	RETURN KIT FOR DM200/225 - LARGE
1	F9S1	F9S1-SendPro C Install Trng WO Shipping
1	HZ80001	SendPro C Series Drop Stacker
1	MP81	C Series Integrated Scale
1	PTJ1	Postal Shipping
1	PTJA	SendPro Basic 1 User
1	PTJN	Single User Access
1	PTK1	Web Browser Integration
1	PTK2	SendPro C Series Shipping Integration
1	SJS1	C200 Softguard

1	STDSLA	Standard SLA-Equipment Service Agreement (for SendPro C200, C300, C400)
1	ZH24	Manual Weight Entry
1	ZH25	HZ02 40 LPM SPEED
1	ZHC2	SendPro C200 Base System Identifier
1	ZHD5	USPS Rates with Metered Letter
1	ZHWL	5 lbs. / 3 kg Weighing Option for MPB1

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 53.22	\$ 159.66

- () Tax Exempt Certificate Attached
- () Tax Exempt Certificate Not Required
- () Purchase Power[®] transaction fees included
- (X) Purchase Power[®] transaction fees extra

*Does not include any applicable sales, use, or property taxes which will be billed separately.

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states>. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below.

Kristen Denne
KRISTEN DENNE

4400015965, Lease/Purchase Option Agreement

State/Entity's Contract

Lessee Signature

Print Name

Title

Date

Email Address

Kristen Denne
Kristen L. Denne
 Township Manager
 2/12/19
 Kdenne@calatownship.org

Pliney Bowes Signature

Print Name

Title

Date

Sales Information

Jessica Mauro

jessica.mauro@pb.com

Account Rep Name

Email Address

PBGFS Acceptance