

2020-62



**pennsylvania**  
OFFICE OF OPEN RECORDS

**STANDARD RIGHT-TO-KNOW REQUEST FORM**

DATE REQUESTED: 10/02/2020

REQUEST SUBMITTED BY:  E-MAIL  U.S. MAIL  FAX  IN-PERSON

REQUEST SUBMITTED TO (Agency name & address): Caln Township  
253 Municipal Drive Thorndale PA 19372

NAME OF REQUESTER: Kristen Solt

STREET ADDRESS: 424 Devon Court

CITY/STATE/COUNTY/ZIP(Required): Downingtown PA 19335

TELEPHONE (Optional): \_\_\_\_\_ EMAIL (optional): \_\_\_\_\_

RECORDS REQUESTED: *\*Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary*

Hello,  
I would like to find out if the roof on 424 Devon Court in Downingtown was ever replaced. Was a permit requested for this residence at any time? If so, can you tell me what year the roof was replaced and the company that did the work?

- DO YOU WANT COPIES?  YES  NO
- DO YOU WANT TO INSPECT THE RECORDS?  YES  NO
- DO YOU WANT CERTIFIED COPIES OF RECORDS?  YES  NO
- DO YOU WANT TO BE NOTIFIED IN ADVANCE IF THE COST EXCEEDS \$100?  YES  NO

**\*\* PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES \*\***  
**\*\* IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL \*\***

**FOR AGENCY USE ONLY**

OPEN-RECORDS OFFICER: *Allyson*

I have provided notice to appropriate third parties and given them an opportunity to object to this request

DATE RECEIVED BY THE AGENCY: 10/2/20

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 10/9/20

*no records exist*

*\*\*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.)*