



RTK-588



## Standard Right-to-Know Law Request Form

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

Attn: Abby Gibb

SUBMITTED TO AGENCY NAME: Springettsbury Township abby.gibb@springettsbury.com (Attn: AORO)

Date of Request: 1-28-19 Submitted via:  Email  U.S. Mail  Fax  In Person

### PERSON MAKING REQUEST:

Name: Janette Ferry Company (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: York State: PA Zip: 17406 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. Use additional sheets if necessary. 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.

I would like to request a copy of my minor daughters Aerial Statement she gave according to a video and +



DO YOU WANT COPIES?  Yes, electronic copies preferred if available  
 Yes, printed copies preferred  
 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: RTK- 588 Date Received: 1/28/19 Response Due (5 bus. days): 2/4/19

30-Day Ext.?  Yes  No (If Yes, Final Due Date: 3/6/19 ) 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.



CREST OF SPRINGETTSBURY  
INCORPORATED 1891

# SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road  
York, Pennsylvania 17402  
717-757-3521 Fax: 717-757-7856  
www.springettsbury.com  
email: info@springettsbury.com

Police: 717-757-3525 Fax: 717-840-1908  
Police and Fire Emergencies - Dial 911  
Recreation Office: 717-505-0406

Wastewater Treatment Facility  
3501 North Sherman Street  
717-757-3521 Fax: 717-840-0680

## BOARD OF SUPERVISORS

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## TOWNSHIP MANAGER

Benjamin B. Marchant

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February 4, 2019

Ms. Janette Forry

[REDACTED]  
York, PA 17406

Re: **RIGHT-TO-KNOW REQUEST – Incident** [REDACTED]

Dear Ms. Forry,

Thank you for writing to Springettsbury Township with your request for:

“...a copy of my minor daughter’s audio/statement she gave regarding a vehicle accident [REDACTED]”

The request is denied, records related to criminal investigations are hereby denied based on the Right to Know Law, Act 3 of 2008:

- *Chapter 7, Section 708.b.16 stating, A record of an agency relating to or resulting in a criminal investigation.*

You have a right to appeal denial of information in writing to the York County Office of the District Attorney, 45 N. George Street, York, PA 17401. If you choose to file an appeal, you must do so within fifteen business days of the mailing date of the agency’s response, as outlined in Section 1101.

Please be advised that this correspondence will serve to close this record with our office as permitted by law. If you have any questions, please do not hesitate to contact me.

Sincerely,

Abegale Gibb  
Right to Know Officer

Cc: Lt. Beam, Police Department  
File: Right-to-Know 588