

RTK 916



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: 11/11/22 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: Janet Gagliano Company (if applicable): _____

Mailing Address: 1075 Peachtree Street, Suite 2600

City: Atlanta State: GA Zip: 30309 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.*

Pursuant to the state open records law 65 Pa. Cons. Stat. Secs. 67.101 to 67.3104, on behalf of PricewaterhouseCoopers LLP ("PwC"), I am writing to request copies of the Pennsylvania - Springettsbury Township's financial records concerning unclaimed, uncashed, undeliverable, and/or outstanding funds or obligations due back to non-individuals (businesses), including any and all:

Checks or warrants issued for payments that have remained outstanding.

Amounts on deposit that are held in trust for recipients whose whereabouts are unknown

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) \$250.

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: RTK- 916 Date Received: 11/14/22 Response Due (5 bus. days): 11/21/2022

30-Day Ext.? Yes No (If Yes, Final Due Date: 12/21/22) 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.

RTK 9/16

Abby Gibb

From: Milena Allegretti (AC Buenos Aires) - [REDACTED]
Sent: Friday, November 11, 2022 10:52 AM
To: Abby Gibb
Cc: US AUPData
Subject: PwC's Request for Records - Pennsylvania - Springettsbury Township (1256)
Attachments: Current_Springettsbury_Form_-_12.12.18.pdf

CAUTION: External message!

Dear Sir or Madam,

Pursuant to the state open records law 65 Pa. Cons. Stat. Secs. 67.101 to 67.3104, on behalf of PricewaterhouseCoopers LLP ("PwC"), I am writing to request copies of the Pennsylvania - Springettsbury Township's **financial records concerning unclaimed, uncashed, undeliverable, and/or outstanding funds or obligations due back to non-individuals (businesses)**, including any and all:

- Checks or warrants issued for payments on obligations incurred by any agency, department, office, or other authorized authority that have remained outstanding.
- Amounts on deposit that are held in trust for recipients whose whereabouts are unknown, including instances in which payment was never attempted, payment was never requested, and/or instances when payments were returned as undeliverable.

Such payments may relate to (but are not limited to) tax refunds/overages/refunds, overpayments, vendor payments, cash deposits, cash escrows, and unsuccessful electronic fund transfers.

Criteria

- Amount is greater than \$999.99;
- Payee retains the right to claim the funds (i.e. The payment has not been replaced, was not issued in error, and/or the obligation to the payee has not been voided by law.);
- Is owed/payable to a business (corporations, partnerships, etc);
- Has remained outstanding for a period of six months or longer;
- Are not in the process of being reissued, to the best of your knowledge; and
- Has not been turned over to a State Abandoned Property Office.

Requested Data Columns:

- Owner name (Required);
- Amount (Required);
- Original payment date (Required);
- Check number;
- Address;
- Nature of the funds (i.e. vendor payment, property tax refund, etc.); and
- If tax-related:
 - Name of the taxpayer and/or intended recipient;
 - Account number or property index number (PIN); and
 - Tax year; tax installment date; original tax payment date.

Kindly email the records preferably in Excel or CSV format to [REDACTED]

Records Schedule (if applicable):

If the requested records are routinely prepared and released on a set schedule, please provide me with the frequency of the records (e.g. monthly, quarterly, semi-annually, annually) and when the records are records are typically available (e.g. 1st day of each month, annually on December 31st, etc.).

ETK 916

Disclaimer:

- PwC is NOT requesting records pertaining to the State's Abandoned/Unclaimed Property Department.
 - PwC is only interested in receiving records pertaining to non-natural persons (businesses). PwC is not seeking any records which could invoke a personal privacy exemption.
 - None of the information requested by PwC will be used to solicit owners or third parties. If any of the requested information above is restricted by state statute, please provide all segregable portions of otherwise exempt material.

If your agency does not maintain these public records and/or you are not the custodian, please provide me with the proper custodian's name and email address. Please notify me for approval if there are any costs associated with fulfilling this request.

I will expect your response within the timeframe as specified by state statute pertaining to open records law. If you choose to deny this request, please provide me with a written explanation for the denial including a reference to the specific statutory exemption(s) upon which you rely.

If you have any questions, please email [redacted] Thank you for your time and assistance.

Sincerely,

--

Milena Allegretti

PwC Argentina | Asset Recovery Services

Office: [redacted]

E-mail: [redacted]

Price Waterhouse & Co. S.R.L.

Azara 841 Piso 3° | (C1267ABP) Ciudad de Buenos Aires | Argentina

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CREST OF SPRINGGETTSBURY
INCORPORATED 1891

SPRINGGETTSBURY 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

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George M. Dvoryak
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TOWNSHIP MANAGER

Mark T. Hodgkinson

November 17, 2022

Janet Gagliano
PricewaterhouseCoopers
1075 Peachtree Street, Suite 2600
Atlanta, GA 30309

Re: **RIGHT-TO-KNOW REQUEST – Outstanding Funds Due to Businesses**

Dear Janet Gagliano,

Thank you for writing to Springettsbury Township with your request for records pursuant to Pennsylvania's Right-to-Know Law ("RTKL"), 65 P.S. §§ 67.101 *et seq.*

On November 14, 2022, we received your request for: "Pursuant to the state open records law 65 Pa. Cons. Stat. Secs. 67.101 to 67.3104, on behalf of PricewaterhouseCoopers LLP ("PwC"), I am writing to request copies of the Pennsylvania – Springettsbury Township's financial records concerning unclaimed, uncashed, undeliverable, and/or outstanding funds or obligations due back to non-individuals (businesses), including any and all: Checks or warrants issued for payments that have remained outstanding. Amounts on deposit that are held in trust for recipients whose whereabouts are unknown."

The Township has reviewed our files and no records exist related to your request.

As no records exist related to your request, your request is denied as permitted by Right to Know Law:

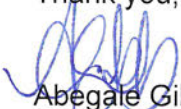
- Chapter 7, Section 705: Creation of record. When responding to a request for access, an agency shall not be required to create a record which does not currently exist or to compile, maintain, format or organize a record in a manner in which the agency does not currently compile, maintain, format or organize the record.

You have a right to appeal this denial in writing to: Office of Open Records, 333 Market St., 16th Floor, Harrisburg, PA 17101-2234. Appeals can also be filed online at the Office of Open Records website, <https://www.openrecords.pa.gov>.

If you choose to file an appeal you must do so within 15 business days of the mailing date of the agency's response. See 65 P.S. § 67.1101. Please note that a copy of your original RTKL request, the agency's extension notice (if applicable), and this denial letter should be included when filing an appeal. More information about how to file an appeal under the RTKL is available at the Office of Open Records website, <https://www.openrecords.pa.gov>.

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 me.

Thank you,



Abegate Gibb

Right to Know Officer

abby.gibb@springettsbury.com

717-757-3521

File: Right-to-Know 916