

# Tioga County Commissioners

MARK L. HAMILTON  
COMMISSIONER

ERICK J. COOLIDGE  
COMMISSIONER

ROGER C. BUNN  
COMMISSIONER



JANICE CHAMBERLAIN  
CHIEF CLERK

JENNIFER L. COCHRAN  
RIGHT-TO-KNOW OFFICER

PHONE: 570-723-8193  
FAX: 570-723-8206

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COURTHOUSE ANNEX, 118 Main Street, Wellsboro PA 16901

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## RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: \_\_\_\_\_

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

NAME OF REQUESTOR: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY/STATE/COUNTY (REQUIRED): \_\_\_\_\_

EMAIL: \_\_\_\_\_

TELEPHONE (OPTIONAL): \_\_\_\_\_

FAX (OPTIONAL): \_\_\_\_\_

RECORDS REQUESTED:

\* Please provide as much specific detail as possible so the agency can identify the information.

DO YOU WANT COPIES?  YES  NO

DO YOU WANT TO INSPECT THE RECORDS??  YES  NO

DO YOU WANT CERTIFIED COPIES OF THE RECORDS?  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\*\***