

Resolution 2024 - H

Law Enforcement Recording Request Form – Act 22 of 2017

This form can be used to request law enforcement recordings ("any audio recording or video recording made by a law enforcement agency") under Act 22 of 2017. Note that the Right-to-Know Law does not apply to such recordings. Any denials must be appealed to the appropriate Court of Common Pleas, not the Office of Open Records.

SUBMITTED TO AGENCY NAME: _____ (Attn: AORO)

Date of Request: _____ Submitted via: U.S. Mail In Person
(Act 22 requires requests to be submitted via "personal delivery or certified mail.")

PERSON MAKING REQUEST:

Name: _____ Company (if applicable): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Email: _____

Telephone: _____ Fax: _____

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

RECORDING REQUESTED: *Requests must be submitted within 60 days of the event recorded. All of the following information is required. Be thorough; use additional pages if necessary.*

Date and Time of the Event: _____

Location of the Event: _____

Describe the Event:

Describe Your Relationship to the Event:

If the Event Occurred in a Residence, Identify All People Present (*unless unknown & not reasonably ascertainable*):

If an Act 22 request is granted, the agency may charge "reasonable fees" to provide a copy of the recording.

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: _____ Response Due (30 cal. days): _____

Extension? Yes No (If Yes, Final Due Date: _____) Actual Response Date: _____

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

NOTE: *In most cases, a completed Request Form is a public record.
More information about Act 22 is available at <https://www.openrecords.pa.gov>*

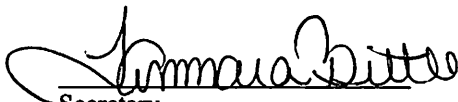
Form updated March 16, 2020
by the Office of Open Records

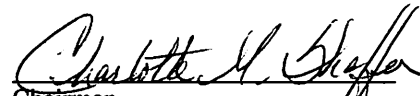
I, Tammy Bittle, duly qualified Secretary of Conewago Township, Adams County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Conewago Township Board of Supervisors at a regular meeting held March 18, 2024 and said Resolution has been recorded in the Minutes of the Conewago Township Board of Supervisors and remains in effect as of this date.

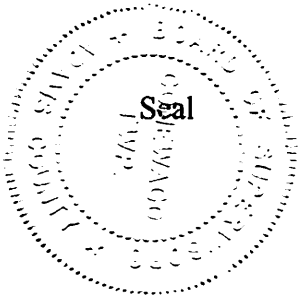
IN WITNESS THEREOF, I affix my hand and attach the seal of the Conewago Township Board of Supervisors this 18th day of March, 2024.

Attest:

Conewago Township
Adams County, Pennsylvania


Secretary


Chairman



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