

**Chester County Conservation District**  
**Right-To-Know Request Form** *(revised 09/24/09)*

Date Requested: \_\_\_\_\_

Request Submitted by:    E-Mail        U.S. Mail        Fax        In-Person

Name of Requestor (Optional) \_\_\_\_\_

Street Address (Optional) \_\_\_\_\_

City/State/County (Required) \_\_\_\_\_

Telephone (Optional): \_\_\_\_\_

Fax number (Optional): \_\_\_\_\_

Records being requested

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Known Permit Number(s): \_\_\_\_\_

Dates or time frame of records requested: \_\_\_\_\_

Submit request to:    Christian E. Strohmaier, Acting District Manager  
                                 Chester County Conservation District  
                                 688 Unionville Road, Suite 200  
                                 Kennett Square, PA 19348  
                                 Phone 610-925-4920 Fax 610-925-4925

*\*\*\* Public bodies must 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)*