



Sara B. Laganelli

Secretary/Treasurer
Open Records Officer
Recycling Coordinator



(610) 932-8150 ext. 10
Office Hours: Mon-Fri 8 a.m. - Noon



Attention: Lower Oxford Township residents that have served as a member of the *United States Military* in the War in Iraq & Afghanistan, please submit your Name, Address, and Branch of Service to:

loweroxfordtwp@zoominternet.net

Your name will be added to the plaque pictured above on the right.

Thank you for your service!

Lower Oxford Township History

PUBLIC RECORDS POLICY

Make sure when you file a Right-To-Know request, you are seeking **records** and not just asking questions. The law governs release of **records**. A record is defined as “any information regardless of its physical form or character that documents a transaction or activity of an agency **AND** is created, received, or retained pursuant to law OR in connection with a transaction, business or activity of an agency.”

CITIZENS GUIDE TO OPEN RECORDS

RIGHT-TO-KNOW REQUEST FORM