

REQUEST FOR INFORMATION

This form is being provided under the provisions of Act 3 of 2008 in response to your request for information. The completed request can be submitted in the following manner:

In person or by Mail: Open Records Officer
Mount Carmel Area School District
600 West Fifth Street
Mount Carmel, PA 17851

Fax: (570)339-0487 Attention: Open Records Officer

E-mail: openrecordsofficer@mca.k12.pa.us

REQUESTOR INFORMATION

Date of Request: _____

Name: _____

Address: _____

Phone: _____

Description of request:

REQUEST FOR INFORMATION RESPONSE

OPEN RECORDS OFFICER

Date Received: _____ Name: _____

Approved/Denied _____ Date: _____

Response to Request Attached: _____

Referred to: _____ Date: _____

Notes:



Mount Carmel Area School District

Bernard Stellar
Superintendent

600 West Fifth Street

Mount Carmel, PA 17851-1897

Phone: 570-339-1500

Fax: 570-339-5567

OPEN RECORDS OFFICER INFORMATION

Mr. Bernard Stellar
Mount Carmel Area School District
600 West Fifth Street
Mount Carmel, PA 17851

Or

Mrs. Lisa Varano
Mount Carmel Area School District
600 West Fifth Street
Mount Carmel, PA 17851

Email: openrecordsofficer@mca.k12.pa.us

Fax: (570)339-0487

PA OFFICE OF OPEN RECORDS

Commonwealth of PA
Office of Open Records
Commonwealth Keystone Bldg.
400 North St, Plaza Level
Harrisburg, PA 17120-0225

Email: openrecords@state.pa.us

Executive Director: Terry Mutchler

Deputy Director: Barry Fox