

# QUARRYVILLE BOROUGH AUTHORITY

300 Saint Catherine Street  
Quarryville PA 17566  
Phone: 717 786-2404 Fax: 717 786-0154  
office@quarryvilleborough.com

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## **REQUESTING INFORMATION UNDER THE RIGHT TO KNOW LAW**

**To request records under the RTKL, you may file a request with this Agency's  
Open Records Officer:**

Michelle L. Evans  
Borough of Quarryville  
300 Saint Catherine Street  
Quarryville, PA 17566  
Phone: (717) 786-2404 Fax: (717) 786-0154  
Email: [office@quarryvilleborough.com](mailto:office@quarryvilleborough.com)  
Website: [quarryvilleborough.com](http://quarryvilleborough.com)

**To challenge this Agency's response, you may file an appeal within 15 business days with:**

Office of Open Records  
333 Market Street, 16<sup>th</sup> Floor  
Harrisburg, PA 17101-2234  
Phone: (717) 346-9903 Fax: (717) 425-5343  
Email: [openrecords@pa.gov](mailto:openrecords@pa.gov)  
Website: <http://openrecords.pa.gov>

**When a request is denied as seeking exempt criminal investigative records of a local  
agency, appeals may be filed within 15 business days of the agency's response with:**

Lancaster District Attorney's Office  
50 N. Duke Street  
Lancaster, PA 17608  
Phone: (717) 299-8100

**In compliance with Section 504 of the RTKL, the following documents have also been posted  
at this Agency:**

A form which may be used to file a request.  
This Agency's policy relating to the RTKL.