

Right to Know Appeal Process

You have the right to appeal a denial of information in writing to Ms. Liz Wagenseller, Executive Director, Office of Open Records, Commonwealth Keystone Building, 400 North Street, 4th Floor, Harrisburg, Pennsylvania, 17120. If you choose to file an appeal, you must do so within fifteen (15) business days of the mailing date of the Borough's response, as outlined in Section 1101 of the Right-to-Know Law. Please note that a copy of your original Right-to-Know request letter and this denial letter must be included when filing an appeal. The law also requires that you state the reasons why the record is a public record and address the reasons the Borough has denied your request. Visit the Office of Open Records website at <http://openrecords.state.pa.us> for further information on filing an appeal. If you have further questions, please call Elaina Skiba, the Borough of Glassport's Open Records Officer.