

**POINT TOWNSHIP POLICE DEPARTMENT****759 Ridge Road, Northumberland, PA 17857****Phone: (570) 473-9364 – Fax: (570) 473-9224**

PUBLIC NOTICE

The Point Township Police Department complies with the provision of the Pennsylvania Open Records Law, Act 3 of 2008, and will respond in writing to all requests for information in a timely manner. While all requests will be considered, the department encourages the request to be in writing on the prescribed form as established by the Office of Open Records. If for any reason the designated Open Records Officer is unavailable to respond within the initial 5 days, the department will AUTOMATICALLY invoke the permitted 30 calendar-day extension to respond to your request. All requests will be maintained in conformance with this Act and other applicable Municipal Records Retention laws.

All fees are due upon receipt of responsive documents, when applicable. Requests for large amounts of responsive documents or certified records may require pre-payment as deemed necessary by the Open Records Officer.

Information pertaining to active investigations, open cases, or information that, if disclosed, would create a safety hazard to an officer or civilian will be DENIED, as permitted by Section 708 of the Act. Certain other types of information may be denied or redacted in part, prior to dissemination. Consistent with the Act, you have the right to appeal the decision of the Open Records Officer.

Open Records Officer	Appeals Officer	PA Office of Open Records
Kevin J Herring Chief of Police 759 Ridge Road Northumberland, PA 17857 (570) 473-9364	Michael O'Donnell Northumberland County DA Northumberland County Courthouse (570) 988-4134	400 North Street, 4 th Floor Harrisburg, PA 17120-0225 Phone: (717) 346-9903 Fax: (717) 425-5343