



Greenwich Township

Berks County, Pennsylvania
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Lenhartsville, PA 19534
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For Township use only

REQUEST FOR INFORMATION FORM

*****PLEASE NOTE THAT YOUR COMPLAINT IS NOT CONFIDENTIAL*****

We do NOT accept anonymous complaints. This form MUST be completed prior to submitting to the Township. Your information will become public record upon receipt by Greenwich Township, and subject to the requirements of the "Open Records Law"

(Form must be fill out completely - Please print clearly)

Complainant's information:

Name(s): _____

Address: _____ City: _____ Zip: _____

Contact Phone #: _____ Email: _____

Complaint is being filed against:

Property Owner Name(s): _____

Property Address: _____ City: _____ Zip: _____

Contact Phone Number: _____

Please describe in detail the nature of complaint: *(f additional space is needed use other side and/or separate sheet of paper)*

"Required" Complainants Signature

Date:

Your complaint is important to the Township and will be reviewed by the Board of Supervisors and directed to the proper department to expedite the investigation. However, some issues may require an extended period of work by the Township Personnel to resolve the complaint. We ask for your understanding and patience in these matters. Please feel free to contact us for an update on your complaint during regular office hours.

The Board of Supervisors

Greenwich Township