

BOROUGH OF UNION CITY

RIGHT- TO –KNOW LAW

You have the right to request access to public records held by the Borough of Union City. Request for public records are to be made to the Open Records Officer. Requests may be submitted in person, by mail, by email, or by facsimile. Requests may be oral or written, and may be made using the Borough of Union City Public Records Request Form. The form is available from the Open-Records Officer, in the Municipal Office located at 13 South Main Street, Union City, Pennsylvania or at www.unioncitypa.com.

Additionally, requests may be made using the Pennsylvania Office of Open Records Uniform Request Form, available at <http://openrecords.state.pa.us>.

Regulations, policies and procedures of the Borough of Union City are available from the Open-Records Officer, in the Municipal Office located at 13 South Main Street, Union City, Pennsylvania or at www.unioncitypa.com.

The Borough of Union City Open-Records Officer may be contacted at:

Cindy Wells, Borough Manager
Municipal Building
13 South Main Street
Union City, PA 16438
(814) 438-2331 (office)
(814) 438-7115 (fax)
Secretary@UCBorough.us

The Pennsylvania Office of Open Records may be contacted at:

Office of Open Records
Commonwealth Keystone Building
333 Market Street, 16th Floor
Harrisburg, PA 17101-2234
717-346-9903
717-425-5343 – FAX
openrecords@pa.gov