



210 Perry Highway  
Pittsburgh, Pennsylvania 15229

Administrative  
(412) 931-3292

Customer Service  
(412) 931-3500  
(412) 364-1257

Customer Information  
www.westviewwater.org



### Right to Know/Opens Records Law Records Request Form

Date: \_\_\_\_\_

Name of Requestor: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(Including City, State and Zip)

Telephone # \_\_\_\_\_ Cell # \_\_\_\_\_

Please be as specific as possible when describing the record/information and please note, any requestor is NOT required to provide an explanation as to why the records/information is requested.

Requested Record/Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requestor Signature \_\_\_\_\_

Date Received by Records Officer \_\_\_\_\_

Date Information Mailed or Picked Up \_\_\_\_\_

Authority Employee \_\_\_\_\_