

Public Access to Records Policy

Pursuant to the Act of June 21, 1957 P.L. 390, No. 212 as amended by HB 2100, Act 100, signed June 29, 2002 (hereinafter "The Act") the City of Shamokin adopts the following policy facilitating access to Public Records:

1. The City of Shamokin shall follow the procedure for access to public records as set forth in the Act for Third Class Cities.
2. All requests for access shall be in writing delivered by mail, facsimile, or in person to the following:

Office of City Administrator
47 East Lincoln Street
Shamokin, PA 17872

3. The requestor shall pay the following costs:

- A) Photocopies: \$0.25 per page**

- B) Facsimile: \$2.00 each for the first 2 pages**
\$1.50 each for the following 2 pages
\$1.00 each thereafter

- C) Certification: \$15.00**

- D) Duplicate Tax Bill: \$5.00**

4. If costs are expected to exceed \$100.00 payment should be made in advance.

OPEN RECORDS OFFICER: Robert M Slaby
City Administrator
(570) 644-0876