

**BOROUGH OF GETTYSBURG**  
**Open Records**  
**Right-To-Know Request Form**



Request Submitted By:

E-Mail	<input checked="" type="checkbox"/>	_____
U.S. Mail	<input type="checkbox"/>	_____
Fax	<input type="checkbox"/>	_____
In-Person	<input type="checkbox"/>	_____

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

Date Received by the Borough: \_\_\_\_\_

Name of Requester (Optional): \_\_\_\_\_

Street Address (Optional): \_\_\_\_\_

City/State/Zip (Required): \_\_\_\_\_

Telephone (Optional): (      ) \_\_\_\_\_ County (Required): \_\_\_\_\_

Records Requested: *\*Provide as much specific detail as possible so the Borough can identify the information .*

Do you want copies?       YES      NO

Do you want to inspect the records?      YES      NO

Do you want certified copies of records?      YES      NO

Borough Secretary  
c/o Sara L. Stull  
59 East High Street  
**OPEN RECORDS** Gettysburg, PA 17325  
**OFFICER:** (717) 334-1160 ext. 240  
(717) 334-7258 (fax)  
[Sstull@GettysburgPA.gov](mailto:Sstull@GettysburgPA.gov)

*\*\*Public bodies must fill anonymous verbal or written requests. If the requester wishes to pursue the relief and remedies provided for in the Act, the request must be in writing. (Section 702.)*

*\*\*\*Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*

To Whom It May Concern:

Pursuant to the Pennsylvania Right to Know Act, I hereby request the following records:

My name is Dhruv Mehrotra, I'm a reporter with the Center for Investigative Reporting (henceforth "CIR") seeking information from the Gettysburg Borough Police Department .

According to data from the FBI's Uniform Crime Reporting Program the Gettysburg Borough Police Department reported at least 10 hate crimes to the FBI between 2019 and 2021. Pursuant to the Pennsylvania Right to Know Act (RTK), I therefore request the following records:

- 1) Any incident and investigative reports for suspected hate crimes or bias-motivated incidents that occurred between January 1, 2018 and February 10, 2022. These records should include but are not limited to a narrative or summary of the incident, transcripts or recordings of interviews, and any documentary evidence collected while investigating the incident. If any of the incidents were reported in error to the FBI, please include them anyways.
- 2) Arrest reports for any arrest stemming from the above incidents.

Right to Obtain, Fee Waiver and Fee Benefit:

CIR is the nation's oldest nonprofit news organization. Our broadcast, Reveal, airs on more than 500 public radio stations, including WAMU, WRIR and WRMA. As a member of the news media, I'm seeking this information for dissemination to the general public. As such, I'm requesting a fee waiver of search and review fees as a member of the news media. This request is made in the public interest and not for commercial use. For additional details about Reveal, please see our website: <<https://www.revealnews.org/where-to-hear-reveal/>>. If possible, I would prefer the records I've requested in electronic format. Please notify me before incurring any searching and copying fees that cost over \$100.

Electronic Records:

Please furnish all responsive records in electronic, searchable format delivered to my email address: [dmehrotra@revealnews.org](mailto:dmehrotra@revealnews.org).

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 5 business days, as the statute requires.

Sincerely,

Dhruv Mehrotra