

# Public Records Request

Please direct all Right-to-Know requests to the Borough Secretary who serves as the Agency Open Records Officer (AORO). Requests can be delivered in person or via mail, facsimile, or email. Please use the [Right-to-Know Form](#) when submitting your request. The Ben Avon Borough Right-To-Know policy and exceptions to the policy are explained in the documents below.

Contact the AORO:

Borough Secretary, AORO  
7101 Church Avenue  
Pittsburgh, PA 15202  
Phone: 412-766-7704  
Fax: 412-766-7311  
[benavon \[at\] benavon.com](mailto:benavon@benavon.com)

If your request is denied, you have the right to appeal the denial to the following entity:

Please submit your appeal to:

Executive Director  
Office of Open Records  
Commonwealth of Pennsylvania  
333 Market Street, 16th Floor  
Harrisburg, PA 17101-2234  
[openrecords \[at\] pa.gov](mailto:openrecords@pa.gov)

All appeals must be made within 15 business days of the mailing date of the Borough's response.

## Supporting Documents

Right-to-Know Form 470.71 KB

Right-To-Know Policy 32.87 KB

