



## Open Records

To request access to a public record of the County of Beaver, your written request should be made in one of the following manners:

**By Mail:** Address your request to:

Stacey Householder  
Open Records Officer  
810 Third Street  
Beaver, PA 15009

**By Hand-Delivery:** Deliver your request in a sealed envelope to:

Stacey Householder  
Open Records Officer  
810 Third Street  
Beaver, PA 15009

**By Email:** [OpenRecords@beavercountypa.gov](mailto:OpenRecords@beavercountypa.gov)

**By Fax:** (724) 773-7268

Use the printable **OPEN RECORDS REQUEST FORM** or include all of the following information with your written request:

1. Your name and mailing address
2. Your telephone number or email address
3. A detailed description of the Public Record you are seeking

Arrangements can be made for documents to be viewed at no charge.

**Board of Commissioners**  
Daniel C. Camp III, Chairman  
Jack Manning  
Tony Amadio

**Chief Clerk**  
Nicole Long

**BEAVER COUNTY  
COMMISSIONERS**  
810 Third Street  
Beaver, PA 15009  
(724) 770-4400  
(724) 728-0725 Fax