



CHERRY HILL TOWNSHIP
OPEN PUBLIC RECORDS ACT REQUEST FORM
Cherry Hill Township

Date Received: 11/1/2023
Tracking Number: _____
OPRA-Req-23-1778

Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information

Name: Zach Arsenault
Address: _____
City: _____ State: NJ Zip: _____
Telephone: _____ Fax: _____
Email: xxxxxxxxxxxxxxxxxxxxxxxxxxxx@xxxxxxxx.xxxxxxxxxxxx
Preferred Delivery: E-Mail

Payment Information

Maximum Authorized Cost 0
Letter size pages - \$0.05 per page
Legal size pages - \$0.07 per page
Other materials (CD, DVD, etc) - actual cost of material

☐ If you are requesting records containing personal information: Under penalty of N.J.S.A. 2C:28-3, I certify that I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

Signature: _____ Date: _____

Record Request Information:

Location: _____

☐ Includes Common Law Request

Dear Cherry Hill Township,

This is a request for public records made under OPRA and the common law right of access. I am not required to fill out an official form. Please acknowledge receipt of this message.

Records requested:

- 1) A list of property addresses that as of today have delinquent property taxes and open property liens. This list needs to include amounts of balances owed.
 - 2) A list of property addresses that have received any code violations since the beginning of the year. Please provide the type of violation.
 - 3) A list of all residential property addresses that are currently vacant or abandoned.
- Please put all list in separate excel files. If up to date data is not available, please provide the most available information.

AGENCY USE ONLY:

Est. Document Cost: _____
Est. Delivery Cost: _____
Est. Extras Cost: _____
Total Est. Cost: _____
Deposit Amount: _____
Estimated Balance: _____
Deposit Date: _____

AGENCY USE ONLY:

Disposition Notes:
Custodian: If any part of request cannot be delivered in seven business days, detail reason here.

In Progress - Open _____
Denied - Closed _____
Filled - Closed _____
Partial - Closed _____

AGENCY USE ONLY:

Tracking Information:
Tracking # _____
Rec'd Date _____
Ready Date _____
Total Pages _____
Final Cost:
Total _____
Deposit _____
Bal. Due _____
Bal. Paid _____
Records Provided:

Custodian Signature: _____ Date: _____