

## T Enteado

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**From:** T Enteado  
**Sent:** Monday, March 11, 2024 6:18 PM  
**To:** Michael Rafone  
**Subject:** RE: OPRA Request

Good Afternoon,

This is an official request to extend my response time from March 13<sup>th</sup> to March 27<sup>th</sup>, 2024.

Thank you,

*Theresa Enteado, RMC, CMR*

Municipal Clerk

Registrar of Vital Statistics

*Borough of West Cape May*

*732 Broadway*

*West Cape May, NJ 08204*

*The Borough is an equal opportunity provider and employer*

P: 609-884-1005 ext 101

F: 609-898-0888

Hours: Mon. – Fri., 8am – 3pm

[tenteado@westcapemay.us](mailto:tenteado@westcapemay.us)

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**From:** T Enteado  
**Sent:** Wednesday, February 14, 2024 1:09 PM  
**To:** Michael Rafone <[opra+request-58394-c6109650@requests.opramachine.com](mailto:opra+request-58394-c6109650@requests.opramachine.com)>  
**Subject:** OPRA Request

Good Afternoon,

The Borough of West Cape May received your Open Public Records Act (OPRA) request dated February 13, 2024. The official custodian, Theresa Enteado, received your OPRA request on February 14, 2024.

In order to be fully responsive to your request and because I must coordinate with our IT provider to pull all email communications responsive to your request, and then review each record, I will need additional time.

**I am officially requesting an extension of time to March 13, 2024.**

I will stay in touch and provide you with an update as necessary, including any request for additional time to identify and compile the requested records.

Respectfully,

Theresa Enteado, RMC, CMR

Municipal Clerk

Registrar of Vital Statistics

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