

**TOWNSHIP OF PITTSBGROVE**  
**OPEN PUBLIC RECORDS ACT REQUEST FORM**  
989 Centerton Road  
Pittsboro, New Jersey 08318

**Important Notice**

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

**Requestor Information – Please Print**

First Name Norman MI      Last Name Carvajal  
E-mail Address norman.c.nj@gmail.com  
Mailing Address 280 Marion Ave  
City Cliffside Park State NJ Zip 07010  
Telephone 407.392.1562 FAX       
Preferred Delivery: Pick Up      US Mail      On-Site Inspect      Fax      E-mail X  
If you are requesting records containing personal information, please circle one: Under penalty of N.J.S.A. 2C:28-3, I certify that I HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.  
Signature [Signature] Date 2.1.22

**Payment Information**

Maximum Authorization Cost \$       
Select Payment Method  
Cash      Check      Money Order       
Fees: Letter size or smaller, per page \$0.05  
Legal size or larger, per page \$0.07  
Delivery: Delivery / postage fees additional depending upon delivery type.  
Extras: Special service charge dependent upon request.

**Record Request Information:** Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

To Whom It May Concern

I respectfully request a list of addresses of residential properties damaged by fire for the month of January 2022

I would really appreciate it if you could email me this information

Sincerely,

Norman Carvajal

**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 reasons here.

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

**AGENCY USE ONLY**

| Tracking Information            |             | Final Cost       |             |
|---------------------------------|-------------|------------------|-------------|
| Tracking #                      | <u>    </u> | Total            | <u>    </u> |
| Rec'd Date                      | <u>    </u> | Deposit          | <u>    </u> |
| Ready Date                      | <u>    </u> | Balance Due      | <u>    </u> |
| Total Pages                     | <u>    </u> | Balance Paid     | <u>    </u> |
| Records Provided                |             |                  |             |
| Custodian Signature <u>    </u> |             | Date <u>    </u> |             |