



Borough of Roselle
OPEN PUBLIC RECORDS ACT REQUEST FORM

www.boroughofroselle.com

(908) 259-3010 & (908) 259-9508 (Fax)

lsanchez@boroughofroselle.com

Lisette Sanchez, RMC



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 Nathan MI _____ Last Name Stallone
E-mail Address opra+request-66487-37e8a96c@requests.prmachine.com
Mail Address _____
City _____ State _____ Zip _____
Telephone (732) 707-1628 FAX _____
Preferred Delivery: Pick _____ On-Site _____
Up _____ US Mail _____ Inspect _____ Fax _____ E-Mail ☒

Under penalty of N.J.S.A. 2C:28-3, I certify that

1. I ☐ **HAVE** / ☐ **HAVE NOT** been convicted of any indictable offense under the laws of New Jersey, any Other state, or the United States;
2. I, or another person, ☐ **WILL** / ☐ **WILL NOT** use the requested government records for a commercial Purpose;
3. I ☐ **AM** / ☐ **AM NOT** seeking records in connection with a legal proceeding.

Signature _____ Date _____

Payment Information

Maximum Authorization Cost \$ _____

Select Payment Method

Cash _____ Check _____ Money Order _____

Fees: Letter size pages - \$0.05 per page
Legal size pages - \$0.07 per page
Other materials (CD, DVD, etc) – actual cost of material

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.

Note: If you confirmed above that the records sought are in connection with a legal proceeding, identification of that proceeding is required below.

Please see attached.

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

Due: Sept 23rd

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

AGENCY USE ONLY

Tracking Information

Tracking # 091224-1 Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____

Records Provided

Custodian Signature _____

Date _____

FW: OPRA request - OPRA Request

Lisette Sanchez <lsanchez@boroughofroselle.com>

Thu 9/12/2024 9:10 AM

To: Shereefah Alexander <salexander@boroughofroselle.com>

Cc: Marta Jorge-Antunes <mantunes@boroughofroselle.com>

Shereefah please process. Send to Fire, Building and Code Enforcement. Thanks.

Lisette Sanchez, Borough Clerk
Borough of Roselle
Borough Hall Annex
108 West Third Avenue
Roselle, New Jersey 07203
Office: (908) 259-3010
Fax: (908) 245-9508
Email: lsanchez@boroughofroselle.com

RECEIVED
2024 SEP 12, A 10:14
BOROUGH OF ROSELLE
OFFICE OF THE BOROUGH CLERK

-----Original Message-----

From: Nathan Stallone <opra+request-66487-37e0a96c@requests.opramachine.com>

Sent: Wednesday, September 11, 2024 9:18 PM

To: Lisette Sanchez <lsanchez@boroughofroselle.com>

Subject: OPRA request - OPRA Request

Dear Roselle Borough,

Please accept this electronic request for public records made under OPRA and the common law right of access. I am not required to fill out an official form or use a particular software platform to submit my request per NJSA 47:1A-6(f), which states that an email from a requestor including all of the information required on the adopted form shall suffice in place of a completed form as a valid government record request.

I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

I WILL NOT use the requested government records for a commercial purpose.

I AM NOT seeking records in connection with a legal proceeding.

Records requested:

Fire Damage List

- A list of all property addresses that the fire department has received an emergency call to in the last 90 days.

Code Violation

- A list of property addresses that have received any code violations in the last 6 months

Vacant List

- A list of all properties that the city deems to be currently vacant or abandoned.

My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.

Yours faithfully,

Nathan

Please deliver records electronically via email to the below UNIQUE address for all replies to this request:

opra+request-66487-37e0a96c@requests.opramachine.com

Is Isanchez@boroughofroselle.com the wrong address for OPRA requests to Roselle Borough? If so, please contact us using this form:

https://opramachine.com/change_request/new?body=roselle_borough

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://opramachine.com/help/officers>

View this OPRA request & responses online:

https://opramachine.com/request/opra_request_1152919

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.

"OPRAMachine's mission is to give people easy and affordable access to New Jersey public records.

For more information, contact us at: (732) 707-1628 or PO Box 3180, New Brunswick, NJ 08903."
