



SOUTH JERSEY TRANSPORTATION AUTHORITY
OPEN PUBLIC RECORDS ACT (OPRA) REQUEST FORM
Farley Service Plaza, P.O. Box 351 Hammonton, N.J. 08037
(609) 965-6060 • 800-658-0606 • Fax (609) 965-7315 • Email: opra@sjta.com
www.sjta.com

Print Form

Important Notice

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

Requestor Information - All shaded fields must be complete prior to submission.

First Name	Kerri	MI		Last Name	Denning
Company Name	CIS				
Email	kerrid@cisleads.com				
Mailing Address	170 Kinnelon Rd.				
City	Kinnelon	State	NJ	Zipcode	07405
Telephone	973-492-0509		Fax	973-492-8378	
Preferred Delivery:	Pick Up ☐	US Mail ☐	On-Site Inspection ☐	Fax ☒	Email ☒
If you are requesting records containing personal information, please check 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			Date	9/22/17	

Payment Information

Maximum Cost Authorized By Requestor:	\$
Select Payment Method:	
Cash ☐ Check ☐ Money Order ☐	(No Credit Card Payments)
Fees:	Letter Sized Page @ \$.05 Legal Sized Page @ \$.07
Electronic Transfer -	FREE OF CHARGE (i.e. records sent via email and fax)
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.

8/17/17 - Atlantic City Int'l Airport Wireless Camera Replacement

At your earliest convenience can you please forward me the unofficial bid results as opened, a complete list of contractors and their bid amounts for this project. If the bids were rejected, please forward me the bidders and the rejected amounts, also if the project has been awarded please forward me the bidder and their amount.

Your assistance is greatly appreciated!
Have a wonderful weekend!

Thank you

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 #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Custodian Signature		Date	