



BOROUGH OF AVON-BY-THE-SEA
OPEN PUBLIC RECORDS ACT REQUEST FORM

301 Main Street
Phone 732-502-4510 Fax 732-774-0605
avonboro@aol.com
Timothy M. Gallagher, RMC, Borough Clerk



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 Laura MI Last Name Muratori
E-mail Address lmuratori@qbwc.com
Mailing Address 1234 Mann Dr, suite 100
City Matthews State NC Zip 28105
Telephone 800-334-9134 x163 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 Laura Muratori Date 8/4/17

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.

Can you tell me if a certificate of occupancy has been issued for the below address? If no c/o issued, can you tell me when a footing inspection was completed, and what was and when was the last inspection?

430 Washington Ave, Avon By The Sea, NJ - block 44, lot 13

AGENCY USE ONLY

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

AGENCY USE ONLY

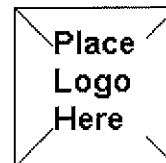
Disposition Notes	
Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.	
In Progress	- Open _____
Denied	- Closed _____
Filled	- Closed _____
Partial	- Closed _____

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 _____	



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Requestor Information – Please Print

First Name Joseph MI C Last Name Egner
E-mail Address Joe @ aggressive mechanical . com
Mailing Address 1109 Sixth Avenue
City Neptune State N.J. Zip 07753
Telephone (732) 684-2709 FAX _____
Preferred Delivery: ☐ Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ E-mail _____
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 _____ 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
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~~Sketch~~, please obtain, if possible, original gas riser sketch from original plumbing packet submitted in 2003, date of construction in order for me to size new gas line for tankless heat. Lookin for existing total BTU consumption for residence. Feel free to contact me directly if any problems. Joe (aggressive mechanical)
36 Garfield Ave
Blk 35 LOT 5.03 (732) 684-2709

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Est. Delivery Cost _____
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Total Est. Cost _____
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Estimated Balance _____
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Filled - Closed _____
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Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided _____			
Custodian Signature _____		Date _____	

OPEN PUBLIC RECORDS ACT REQUEST FORM



1306-AVON BY THE SEA-MONMOUTH



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	Veronica	MI		Last Name	Hartman
E-mail Address	tax@actiontitleresearch.com				
Mailing Address	PO Box 1734				
City	Rutherford	State	NJ	Zip	07070
Telephone	201-781-1833		FAX		
Preferred Delivery:	Pick Up	US Mail	On-Site Inspect	Fax	E-mail ☒
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 NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	Veronica Hartman			Date	8/11/2017

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.

We request a copy of the "Tax Search Export" (1306txsr.zip) file produced by the software system used in your tax collector's office. This file contains taxes billed and collected data and is maintained in your tax collector's office. The file should be sent to our email address: **tax@actiontitleresearch.com**

Receipt of this file avoids the time spent on individual tax search requests and interruptions to the routine of the tax office. Should you have any questions please contact our office. If necessary, we will be happy to assist the collector with step by step instructions should they require any assistance in sending the file.

Thank you,

Veronica Hartman
 Municipal Research Specialist
 Accurate Abstracts
 An Action Title Research Company

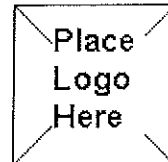
Emailed 8/11/17

52 3



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Timothy M. Gallagher, RMC, Borough Clerk



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Requestor Information - Please Print

First Name Susan MI Breeder Last Name McKibbin
E-mail Address SMcKibbin68@gmail.com
Mailing Address 112 2nd Ave.
City Avon State NJ Zip 07717
Telephone 732-673-4821 FAX 732-450-9663
Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ E-mail ☒
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 8-17

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
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looking for any open or closed permits with a c/o given at 110 2nd Ave., Avon NJ, since August 2016. Looking for electrical inside & outside ^{permits}, plumbing permits inside or outside, removal of walls ^{permits}, any kitchen ^{permits} upgraded or new, bathroom ^{permits} - upgraded or new, any permits for replacement windows, front addition porch ^{covered} permit, back porch with no cover permit, pavers permit, Siding permit, gas fireplace permit, new staircase - interior - permit, Really looking for home improvement permits also. Thank You
Also any permits that increase pervious and impervious space. Upgrade or gutted and new
Sprinkler system permit

AGENCY USE ONLY

AGENCY USE ONLY

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

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 _____

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



McGuigan, Kerry <kmcguigan@avonbytheseanj.com>

edmunds update for Priority Search Services

1 message

Ray Varneckas <ray@prioritysearchservices.com>

Tue, Aug 15, 2017 at 10:40 AM

To: "marie.taylor@aberdeennj.org" <marie.taylor@aberdeennj.org>, "rdahl@allenhurstnj.org" <rdahl@allenhurstnj.org>, "taxes@allentownboronj.com" <taxes@allentownboronj.com>, "mhayward@alpinenj.org" <mhayward@alpinenj.org>, "McGuigan, Kerry" <kmcguigan@avonbytheseanj.com>, "mmartelli@bellevillenj.org" <mmartelli@bellevillenj.org>, "bellmawrtax@comcast.net" <bellmawrtax@comcast.net>, "apetersen@bernards.org" <apetersen@bernards.org>, "lroberson@bernardsvilleboro.org" <lroberson@bernardsvilleboro.org>, "jbruno@bloomfieldtwpnj.com" <jbruno@bloomfieldtwpnj.com>, Barbara Neinstedt <bneinstedt@bloomingdalenj.net>, Jeffery Theriault <jtheriault@boonton.org>, "coral.creed@branchburg.nj.us" <coral.creed@branchburg.nj.us>, "cashley@butlerborough.com" <cashley@butlerborough.com>, "deblasiop@carteret.net" <deblasiop@carteret.net>, "alibretti@chathamtownship.org" <alibretti@chathamtownship.org>, "taxcollector@dealborough.com" <taxcollector@dealborough.com>, "acoroneos@dover.nj.us" <acoroneos@dover.nj.us>, "taxoffice@eastrutherfordnj.net" <taxoffice@eastrutherfordnj.net>, "rdejong@fairlawn.org" <rdejong@fairlawn.org>, "jguerin@fpboro.net" <jguerin@fpboro.net>, "bcappuccio@folsomborough.com" <bcappuccio@folsomborough.com>, "msivakumar@franklinlakes.org" <msivakumar@franklinlakes.org>, "carol.langone@twp.franklin.nj.us" <carol.langone@twp.franklin.nj.us>, "gibbytax@comcast.net" <gibbytax@comcast.net>, "sferguson@glotwp.com" <sferguson@glotwp.com>, "nkardan@haledonboronj.com" <nkardan@haledonboronj.com>, "cfocollector@harringtonparknj.gov" <cfocollector@harringtonparknj.gov>, "holden@haworthnj.org" <holden@haworthnj.org>, "dconrad@highlandsborough.org" <dconrad@highlandsborough.org>, "dwheeler@hillsdalenj.org" <dwheeler@hillsdalenj.org>, Jeff Krop <kropj@ho-ho-kusboro.com>, "ekiss@boro.lake-come.nj.us" <ekiss@boro.lake-come.nj.us>, "taxcollector@lambertvillenj.org" <taxcollector@lambertvillenj.org>, "jdukelow@laurelsprings-nj.com" <jdukelow@laurelsprings-nj.com>, "scarron@linden-nj.org" <scarron@linden-nj.org>, "tvola@exit109.com" <tvola@exit109.com>, "gstramandino@lodi-nj.org" <gstramandino@lodi-nj.org>, "rpyle@logan-twp.org" <rpyle@logan-twp.org>, "cbento@longbranch.org" <cbento@longbranch.org>, "angelaw@lyndhurstnj.org" <angelaw@lyndhurstnj.org>, "mahlerc@rosenet.org" <mahlerc@rosenet.org>, "lgerickont@manvillenj.org" <lgerickont@manvillenj.org>, "peggy.warren@matawanborough.com" <peggy.warren@matawanborough.com>, "bcuthbert@metuchen.com" <bcuthbert@metuchen.com>, "lizmidlandpark@yahoo.com" <lizmidlandpark@yahoo.com>, "kmccomick@milltownboro.com" <kmccomick@milltownboro.com>, "lmcgraw-russell@monroetwp.com" <lmcgraw-russell@monroetwp.com>, "Brinkofski, Denise" <dbrinkofski@newprov.org>, "rroth@mendhamtownship.org" <rroth@mendhamtownship.org>, "psimari@mtarlingtonboro.com" <psimari@mtarlingtonboro.com>, "ktaylor@jamesburgborough.org" <ktaylor@jamesburgborough.org>

Good Morning. Please consider this an official OPRA request for an update on your edmunds tax/utility file.

Thanks!

Raymond E. Varneckas
Regional Field Manager,
Priority Search Services, LLC
Phone 732-741-5080
fax 732 -791-1544

Received 8/16/17 (K)

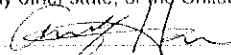
8/22/17 Barry advised he spoke w/ Amy & advised her
we do not have the report & one req. to produce it.
He did & have a
Secretary to type
the response

OPEN PUBLIC RECORDS ACT REQUEST FORM

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Requestor Information - Please Print

First Name	Amy	MI		Last Name	Han
E-mail Address	amyhan324@gmail.com				
Mailing Address	272 La Cascata				
City	Clementon	State	NJ	Zip	08021
Telephone	856-383-0803		FAX		
Preferred Delivery:	Pick Up	US Mail	On-Site Inspect	Fax	E-mail ☒
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 <u>HAVE</u> HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature				Date	8/15/17

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.

Can you please provide me with a list of the latest quarter's tax delinquent homes with owner's information (i.e. name, mailing addresss, etc) and the total delinquent amount from current to previous year(s) in excel format via email.

If for any reason you are unable to provide that list, please state the reason in detail. Thanks in advance.

Instructions on how to generate the report in excel in the Edmund System:

In Edmund Billing/Collection Tax Collections Accounts Tax Custom Reports. On Page 3 Select year and date range you want. Check boxes Utility balance as of date (will be date you put in end of range) and Year/Prd Range balance for Taxes. Page 1 on bottom left corner is check box for excel. On page 2 select all the boxes requested by the requester. (name, property address, mailing address, class, etc.)

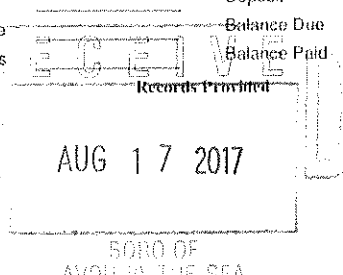
AGENCY USE ONLY

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
Filed	Closed
Partial	Closed

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking #	_____	Total
Rec'd Date	_____	Deposit
Ready Date	_____	Balance Due
Total Pages	_____	Balance Paid
		
Custodian Signature		Date

OPEN PUBLIC RECORDS ACT REQUEST FORM



1306-AVON BY THE SEA-MONMOUTH



Important Notice

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Requestor Information – Please Print

First Name	Veronica	MI		Last Name	Hartman
E-mail Address	tax@actiontitleresearch.com				
Mailing Address	PO Box 1734				
City	Rutherford	State	NJ	Zip	07070
Telephone	201-781-1833		FAX		
Preferred Delivery:	Pick Up	US Mail	On-Site Inspect	Fax	E-mail ☒
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 NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	Veronica Hartman			Date	8/16/2017

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

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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.

We request a copy of the "Tax Search Export" (1306txsr.zip) file produced by the software system used in your tax collector's office. This file contains taxes billed and collected data and is maintained in your tax collector's office. The file should be sent to our email address: tax@actiontitleresearch.com

Receipt of this file avoids the time spent on individual tax search requests and interruptions to the routine of the tax office. Should you have any questions please contact our office. If necessary, we will be happy to assist the collector with step by step instructions should they require any assistance in sending the file.

Thank you,

Veronica Hartman
 Municipal Research Specialist
 Accurate Abstracts
 An Action Title Research Company

Enailed 8/16/17 (V)



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avonboro@aol.com
Timothy M. Gallagher, RMC, Borough Clerk



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Requestor Information – Please Print

First Name Amanda MI N Last Name Hoover
E-mail Address ahoover@njadvanemedia.com
Mailing Address 161 Bridgeton Pike Bldg E
City Mullica Hill State NJ Zip 08062
Telephone 609-819-2381 FAX _____
Preferred Delivery: Pick Up _____ 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 08/16/2017

Payment Information

Maximum Authorization Cost \$ 20
Select Payment Method
Cash ☐ **Check** ☒ Money Order
Fees: Letter size pages - \$0.05 per page
Legal size pages - \$0.07 per page
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I would like record of the total revenue made in beach tag sales during the summer of 2016.
I would prefer to receive this information via email with the total amount in dollars.

S/W AMANDA 8/16/17

AGENCY USE ONLY

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

AGENCY USE ONLY

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AGENCY USE ONLY

Tracking Information

Tracking # _____	Total _____
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Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

Custodian Signature _____

Date _____

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1306-AVON BY THE SEA-MONMOUTH



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First Name	Veronica	MI		Last Name	Hartman
E-mail Address	tax@actiontitleresearch.com				
Mailing Address	PO Box 1734				
City	Rutherford	State	NJ	Zip	07070
Telephone	201-781-1833		FAX		
Preferred Delivery:	Pick Up	US Mail	On-Site Inspect	Fax	E-mail ☒
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 NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	Veronica Hartman			Date	8/23/2017

Payment Information

Maximum Authorization Cost	\$
Select Payment Method	
Cash	☐
Check	☐
Money Order	☐
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Thank you,

Veronica Hartman
Municipal Research Specialist
Accurate Abstracts
An Action Title Research Company

emailed 8/23/17 (104)



McGuigan, Kerry <kmcguigan@avonbytheseanjan.com>

EDMUNDS FILE REQUEST FOR PRIORITY SEARCH SERVICES

1 message

Customer Service <customerservice@prioritysearchservices.com>

Wed, Aug 23, 2017 at 10:07 AM

To: "NancyDonnelly@Allendalenj.gov" <NancyDonnelly@allendalenj.gov>, "rdahl@allenhurstnj.org" <rdahl@allenhurstnj.org>, "taxes@allentownboronj.com" <taxes@allentownboronj.com>, "mhayward@alpinenjan.org" <mhayward@alpinenjan.org>, "kmcguigan@avonbytheseanjan.com" <kmcguigan@avonbytheseanjan.com>, "mmartelli@bellevillenjan.org" <mmartelli@bellevillenjan.org>, "kwilliams@boro.belmar.nj.us" <kwilliams@boro.belmar.nj.us>, "jbruno@bloomfieldtpnjan.com" <jbruno@bloomfieldtpnjan.com>, "bneinstedt@bloomingdalenjan.net" <bneinstedt@bloomingdalenjan.net>, "coral.creed@branchburg.nj.us" <coral.creed@branchburg.nj.us>, "acoroneos@doover.nj.us" <acoroneos@doover.nj.us>

Good Morning

Is it possible to get an updated Edmunds file sent over to
edmundsdata@prioritysearchservices.com *** (IF YOU HAVE ALREADY SENT THE FILE
THEN PLEASE DISREGARD THIS EMAIL) *** Anything you can do would be greatly
appreciated. Have a great day! If you have any questions feel free to
contact me.

Thank you

Javier

Priority Search Services, LLC
830 Broad St.
Shrewsbury, NJ 07702
Phone: 732-741-5080
Fax: 732-741-5068

emailed 8/23/17 (K)



August 24, 2017

Borough of Avon-By-The-Sea
301 Main Street
Avon-By-The-Sea, NJ

Email: avonboro@aol.com

**RE: OPRA Request
Sylvan Lake
Lakeside Avenue
Block 58, Lot 1
Avon-By-The-Sea, Monmouth County, NJ 07717
Envirotactics Project #4682**

To Whom It May Concern:

Envirotactics is conducting an environmental assessment of the above referenced address and tax lot. We are looking to review any records regarding the site that may be maintained by the Tax Assessor's Office, Fire Prevention Department, Health Department, Construction Department, and Zoning department. Specifically, Envirotactics is in search of records pertaining to environmental investigations such as; storage tank records, corrective actions, contaminant releases or known/suspected contaminated sites, spill incidents, fires, hazardous materials storage, citations, notices of violation, NJDEP correspondences, potable wells, monitoring wells, or other areas of environmental concern at the above referenced property.

Envirotactics would also like to review the current tax map, tax card, and Construction Department records for the property to determine historic ownership, property usage, and work done at the site. **We realize that some of the files may be quite extensive; if this is the case we ask that you provide access to the files so we can determine which files will be required.**

If you have any questions or require additional information please call me at (732) 449-0077. Thank you for your assistance.

Sincerely,
For Envirotactics, Inc.

Kelsey Kachelriess

(OPRA Form)

Envirotactics, Inc.
1330 Laurel Ave.
Building 3
Sea Girt, NJ 08750

Phone 732.449.0077
Fax 732.449.5810
www.envirotactics.com

9/7/2017

Borough of Avon By The Sea Mail - edmunds update for Priority Search Services

<lash@shipbottom.org>, "csmith@ci.orange.nj.us" <csmith@ci.orange.nj.us>, "taxcollector@plumsted.org" <taxcollector@plumsted.org>

Good Morning all. Please consider this an official OPRA request for an update on your edmunds tax/utility file.

Thanks

Raymond E. Varneckas
Regional Field Manager,
Priority Search Services, LLC
Phone 732-741-5080
fax 732 -791-1544

emailed 9/7/17


 Place
Logo
Here

BOROUGH OF AVON-BY-THE-SEA OPEN PUBLIC RECORDS ACT REQUEST FORM

301 Main Street

Phone 732-502-4510 Fax 732-774-0605

avonboro@aol.com

Timothy M. Gallagher, RMC, Borough Clerk

 Place
Logo
Here
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 PrintFirst Name Jenn MI L Last Name FusonE-mail Address icarroll@acccelevator.comMailing Address 127 S Main StCity Barnegat State NJ Zip 08005Telephone 609-660-8000 FAX 609-660-8336Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☒ E-mail ☒

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 Jenn Fuson Date 9/5/17**Payment Information**

Maximum Authorization Cost \$

Select Payment MethodCash ☐ 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.

Hello,

I am requesting a list, or copies of, demolition permits and house raising permits issued from June 1, 2017 through September 1, 2017.

This can be emailed or faxed.

Thank you very much,
 Jenn

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**

Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____

Final Cost

Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____

Records Provided

Custodian Signature _____

Date _____

OPEN PUBLIC RECORDS ACT REQUEST FORM

1306-AVON BY THE SEA-MONMOUTH



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	Veronica	MI		Last Name	Hartman
E-mail Address	tax@actiontitleresearch.com				
Mailing Address	PO Box 1734				
City	Rutherford	State	NJ	Zip	07070
Telephone	201-781-1833		FAX		
Preferred Delivery:	Pick Up	US Mail	On-Site Inspect	Fax	E-mail ☒
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 NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	Veronica Hartman			Date	9/7/2017

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.

We request a copy of the "Tax Search Export" (1306txsr.zip) file produced by the software system used in your tax collector's office. This file contains taxes billed and collected data and is maintained in your tax collector's office. The file should be sent to our email address: tax@actiontitleresearch.com

Receipt of this file avoids the time spent on individual tax search requests and interruptions to the routine of the tax office. Should you have any questions please contact our office. If necessary, we will be happy to assist the collector with step by step instructions should they require any assistance in sending the file.

Thank you,

Veronica Hartman
 Municipal Research Specialist
 Accurate Abstracts
 An Action Title Research Company

emailed 9/7/17



BOROUGH OF AVON-BY-THE-SEA
OPEN PUBLIC RECORDS ACT REQUEST FORM

301 Main Street
Phone 732-502-4510 Fax 732-774-0605
avonboro@aol.com
Timothy M. Gallagher, RMC, Borough Clerk



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

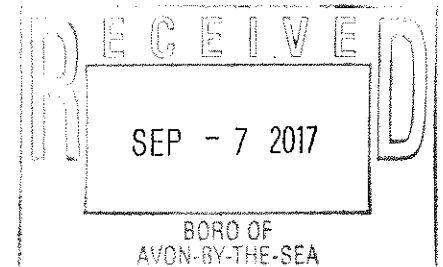
First Name _____ MI _____ Last Name _____
E-mail Address timetochangjerseystyle@aol.com
Mailing Address _____
City _____ State _____ Zip _____
Telephone 732-988-0125 FAX _____
Preferred Delivery: Pick Up _____ US Mail _____ On-Site Inspect _____ Fax _____ E-mail ☒
If you are requesting records containing 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 _____ Date 9-7-17

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.

Individual and department payrolls for the month of August 2017.



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 _____

E-mailed to Barry 9/7/17