E & C

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FACSIMILE COVER SHEET

February 7, 2017

PLEASE DELIVER THE FOLLOWING PAGES TO:

TO: **Clerk, Borough of Red Bank**
Attention: Records Request
FAX: **732-530-2757**

RE: **OPRA Request: 36 Amelia Circle, Little Silver, NJ**

FROM: SANDRA L. COHEN, ESQ./Pam Eskildsen

MESSAGE:
Please see attached letter.

NUMBER OF PAGES TRANSMITTED 3 (includes cover letter)
CONFIRMATION REQUESTED? ___YES _____NO

EPSTEIN & COHEN
A LIMITED LIABILITY COMPANY

COUNSELORS AT LAW

SUITE 101
25 SYCAMORE AVENUE
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February 7, 2017

Sent via fax to 732-530-2757

Clerk, Borough of Red Bank
Records Request
90 Monmouth Street
Red Bank, NJ

Re: Courtney ("Buyer") from Stanton ("Seller")
36 Amelia Circle, Little Silver, NJ ("Property")

Dear Sir or Madam:

This firm represents the Buyer in the above referenced matter. I have enclosed Request for Public Records form in this matter. If you have any questions, please do not hesitate to contact me.

Thank you in advance for your assistance.

Very truly yours,

Sandra L. Cohen

SLC/pe
Enclosure

BOROUGH OF RED BANK

OPEN PUBLIC RECORDS ACT REQUEST FORM

90 Monmouth Street Red Bank, NJ 07701
PH: 732-530-2740 FAX: 732-530-2757
pborghi@redbanknj.org
Pamela Borghi, Municipal 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 Sandra MI L Last Name Cohen

E-mail Address Eskildsen@epstein-cohen.com

Mailing Address 25 Sycamore Avenue, Suite 101

City Little Silver State NJ Zip 07739

Telephone 732-212-0400 FAX 732-212-8408

Preferred Delivery: Pick Up _____ US Mail _____ On-Site Inspect _____ Fax ✓ or 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 Sandra L. Cohen Date 2/7/17

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.

Permits for electric, furnace, A/C, hot water heater, roof, decks plumbing, storage tank removal, ~~ex~~

Property address: 36 Amelia Circle, Little Silver, NJ
Block 53, Lot 11

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 _____