

OPEN PUBLIC RECORDS ACT REQUEST FORM



1706 – Mannington Township - Salem



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	<u>Veronica</u>	MI		Last Name	<u>Hartman</u>
E-mail Address	<u>tax@actiontitleresearch.com</u>				
Mailing Address	<u>PO Box 1734</u>				
City	<u>Rutherford</u>	State	<u>NJ</u>	Zip	<u>07070</u>
Telephone	<u>201-781-1833</u>	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	<u>Veronica Hartman</u>	Date	<u>11/6/2017</u>		

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" (**1706 txsr.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

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PO Box 1734

Mailing Address

07070

City Rutherford State NJ Zip _____

Telephone **201-781-1833**

FAX

Preferred Delivery: Pick Up _____ US Mail _____ On-Site Inspect _____ Fax _____ E-mail X

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Signature **Veronica Hartman** Date **11/13/2017**

Payment Information

Maximum Authorization Cost \$

Select Payment Method

Cash	Check	Money Order
------	-------	-------------

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Legal size pages - \$0.07 per page
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Veronica Hartman
Municipal Research Specialist
Accurate Abstracts
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Township of Mannington
491 Route 45
Mannington, NJ 08079

Phone (856)935-4534 Fax (856)935-6557
townshipclerk@manningtonwp.com

REQUEST FOR PUBLIC RECORD

Requestor Information – Please Print

First Name Alexandria MI Last Name Brown
E-Mail Address Alexandria.brown@pemco-limited.com
Mailing Address 820 Bear Tavern
City West Trenton State NJ Zip 08628
Telephone 720-509-3238 Fax
Preferred Delivery: ☐ Pick ☐ On-Site
☐ UP ☐ US Mail ☐ Inspect ☐ Fax ☐ E-mail ☒
Signature Alexandria Brown Digitally signed by Alexandria Brown
Date: 2017.11.16 12:56:01 -07'00' Date 11/16/2017

PAYMENT INFORMATION

Maximum Authorization Cost \$ 0.00

Select Payment Method: Cash Money Order Debit/Credit Card (Discover/MasterCard/Visa)

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

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Deposits: May require a deposit whenever the custodian anticipates that the documents requested will cost in excess of \$5 to reproduce

Township of Mannington
491 Route 45
Mannington, NJ 08079

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Information on a Specific Property Block 63 Lot 3

Information Requested:

☐ Municipal Lien Search _____

☐ Municipal Improvement Search _____

☐ Municipal Tax Search _____

☐ Property Assessment _____

☐ Copy Of Minutes (Specify Date(s)) _____

☐ Township Committee ☐ Planning/Zoning Board

☐ Copy Of Resolution (Specify Date(s)) _____

☐ Township Committee ☐ Planning Board

☐ Other (Specify Date & Name of Document) _____ In search of any open code violations and open permits for
property address 57-57a RT 45, Salem, NJ, 08079.

Please provide a copy of any open violations and permits.

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Signature	Veronica Hartman			Date	11/20/2017

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