



MANCHESTER TOWNSHIP

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OFFICE OF THE TOWNSHIP CLERK

TERI GIERCYK, RMC/CMC
MUNICIPAL CLERK

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OPRA Request 2024-656

September 4, 2024

Dear Mr. Smith,

Manchester Township received your Open Public Records Act and common law right of access request dated August 26, 2024. The Township reviews your request under the prior OPRA law. Please note, that as on September 3, 2024, Public Law 2024, c.16 became effective. Any new OPRA request, whether submitted on the Township's official form or send via paper or email will now need to include the following certifications in order to be a valid OPRA request:

Under penalty of law, (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.

If the answer to #2 indicates that you will be using the records for a commercial purpose, the law allows for a greater response time.

Noting the above, your present request is deemed valid. The Township attaches three documents which are responsive to your request. This communication and the attached documents complete your OPRA request. If you believe other documents may exist which are responsive to this request or you object to this response, please contact the Township Records Custodian in an attempt to amicably resolve your concern, otherwise, please visit www.state.nj.us/grc to obtain more details regarding challenging an OPRA response.

Because the Township provides the records unredacted under OPRA there is no need to review the documents under the common law right of access. However, please note for future requests, a request under the common law must include a reason as to why you are seeking the document so that the Township can balance your interest in receiving the document(s) against the potential need to prevent the release of a record. Each common law request is considered under this standard.

Again, this completes your OPRA and common law right of access request.

Sincerely,

A handwritten signature in blue ink that reads "Teri Giercyk".
Teri Giercyk, RMC/CMC
Municipal Clerk