

TOWNSHIP OF CLINTON
HUNTERDON COUNTY



Brian Mullay
Mayor

William Close
Administrator

March 16, 2023

Dear Yourstruly,

You submitted a request to the Township under the Open Public Records Act on March 15, 2023. A copy of your request is attached to this letter.

Currently, your request fails to identify the specific government records sought, as it requires by *Bent v. Township of Stafford Police Department, Custodian of Records*, 381 N.J. Super. 30 (App.Div. 2005); At this time, we request clarification of your OPRA request regarding "Pages 2, 3, and 4 of your standard operating procedures". There are different SOP's. Please identify which one you are requesting. Please respond in writing and identify the specific government records sought so that we may process your request. Failure to provide written clarification of your request will result in the closure of this OPRA request.

A valid request as one which provides enough information to allow a Custodian to find a particular file and retrieve from that particular file one or more pieces of paper that meet the request.

Thank you for your cooperation.

Carla Conner
Clinton Township Clerk
Custodian of Records