



350 Hudson Ave, Twp. of Washington, NJ 07676-4799, Tel: 201-664-44256 Fax 201-664-8281
Office of the Township Clerk, Susan Witkowski



April 7, 2026/OPRA 181

Tony Michael
opra+request-89402-a60cf8e0@requests.opramachine.com

Dear Mr. Michael,

The Township of Washington received your Open Public Records Act (OPRA) request on April 6, 2026. The official Records Custodian, Susan Witkowski, received your OPRA request on April 6, 2026. As such, the seven (7) business day deadline to respond to your request is April 15, 2026. This response to your request is being provided to you on the 1st business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

Copies of ALL invoices for all fire extinguisher, kitchen fire suppression and fire alarm services from 2020 to present.

Currently, your request fails to identify with reasonable clarity the specific government records sought, as is required by Bent v. Stafford Police Department, 381 N.J. Super. 30, 37 (App. Div. 2005). At this time, we request clarification of your OPRA request. Please respond in writing and identify the specific government records sought (i.e. vendors, location, department) so that we may process your request. Failure to provide written clarification of your request will result in the closure of this OPRA request.

If our office does not receive a response by April 13, 2026, this OPRA will be considered CLOSED.

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the [insert name of agency] to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,

Susan Witkowski, RMC
Township of Washington
switkowski@twpofwashington.us 201-664-4425

OR-181

From: Tony Michael opra+request-89402-a60cf8e0@requests.opramachine.com

Sent: Friday, April 3, 2026 11:34 PM

To: Town Clerk <townclerk@twpofwashington.us>

Subject: OPRA request - Spending

RECEIVED

APR - 6 2026

TOWNSHIP CLERK

Caution: External E-mail

Dear Washington Township (Bergen),

Please accept this electronic request for public records made under OPRA and the common law right of access. I am not required to fill out an official form or use a particular software platform to submit my request per NJSA 47:1A-6(f), which states that an email from a requestor including all of the information required on the adopted form shall suffice in place of a completed form as a valid government record request.

I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

I WILL NOT use the requested government records for a commercial purpose.

I AM NOT seeking records in connection with a legal proceeding.

Records requested:

Copies of ALL invoices for all fire extinguisher, kitchen fire suppression and fire alarm services from 2020 to present

My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.

Yours faithfully,

Tony Michael