



Reference #: _____

**HUNTERDON COUNTY PROSECUTOR'S OFFICE
GOVERNMENT RECORDS REQUEST FORM**

Please Submit Completed Form To:
HUNTERDON COUNTY PROSECUTOR'S OFFICE

65 PARK AVENUE
FLEMINGTON, NJ 08822
TELEPHONE: 908-788-1129 FAX: 908-806-4618 EMAIL: prosecutor@co.hunterdon.nj.us

GENERAL OPEN PUBLIC RECORDS ACT ("OPRA") INFORMATION

The term "public records" generally includes those records determined to be public in accordance with N.J.S.A. 47:1A-1, a section of OPRA. The term does not include criminal investigatory records (e.g., police reports regarding a crime); victim's records; employee pension or personnel records; domestic violence complaint records; internal affairs records; information regarding labor-management negotiations including statements of strategy or negotiating position; emergency or security information or procedures for buildings or facilities; administrative or technical information regarding computer hardware, software and networks which, if disclosed, would jeopardize computer security; inter-agency or intra-agency advisory, consultative, or deliberative material; or any other material which is specifically exempted by law.

A request to access government records can be submitted on this form to the address stated above. The completed request form may be mailed, hand-delivered or sent electronically. Some records will be available for inspection at the Hunterdon County Prosecutor's Office during normal business hours. However, due to the fact that certain records are maintained and stored at off-site locations, some records will require time to locate, transport, compile and/or make copies as requested. You will be provided with a response within seven (7) business days regarding your request. The seven (7) business day "time frame" starts the day after your request has been received by the Hunterdon County Prosecutor's Office at the address stated above. Denials of access to government records can be appealed to either the Government Records Council ("GRC"), or through a summary action before the New Jersey Superior Court. Please contact the GRC by phone at 1-866- 850-0511, by e-mail at grc@dca.state.nj.us or review the GRC web site found at www.nj.gov/grc for more information regarding appeals.

For more information regarding OPRA, including fees, please visit our website: <http://www.co.hunterdon.nj.us/prosecutor/opra.html>

Requestors Name: _____
Company: _____
Address: _____
City / Town: _____ State: _____ Zip: _____
Telephone [Day] _____ Fax: _____
Email: _____@_____

Information Requested: Indicated the document(s) you are seeking. Please be as specific as possible, and provide any known information, i.e., date of event, file number, name, etc.

- view
- copy
- both

Information provided on this form may be subject to disclosure under the Open Public Records Act.

The applicant hereby certifies that he or she has not been convicted of any indictable offense under the laws of this State, any other state or the United States and is not seeking government records containing personal information pertaining to the victim or the victim's family as provided by N.J.S.A. 47:1A-1 et seq.

Signature of Applicant: _____ Date of Request: _____

Signature of Employee Receiving Request: _____ Date Request Received: _____