

# COUNTY OF CUMBERLAND PUBLIC RECORDS REQUEST FORM

"To request access to public records, file this form with Ken McCouch, Cumberland County Interim Custodian of Records. His office is located at the Cumberland County Administration Building, 790 E. Commerce St., Bridgeton, NJ 08302, phone (856) 453-2125, fax is (856) 451-8243. The Custodian is generally required (subject to certain restrictions) to fill a records request within **seven business days after receiving the request**".

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## REQUESTER INFORMATION (PLEASE PRINT OR TYPE)

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Business Hours Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_

Preferred Delivery: Pick Up \_\_\_\_\_ US Mail \_\_\_\_\_ On Site Inspection \_\_\_\_\_

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Under penalty of N.J.S.A. 2C:28-3, I certify that I **HAVE** or **HAVE NOT** (CIRCLE ONE) been convicted of any indictable offense under the laws of New Jersey, or any other state, of the United States, and I am not seeking government records containing personal information pertaining to the victim of a crime of the victim's family.

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Signature \_\_\_\_\_ Date \_\_\_\_\_

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|                     |       |               |        |
|---------------------|-------|---------------|--------|
| Fee Information     | Fees: |               |        |
| Select Payment Type |       | Pages 1-10    | \$0.75 |
|                     |       | Pages 11-20   | \$0.50 |
|                     |       | Pages Over 20 | \$0.25 |

Cash \_\_\_\_\_ Check \_\_\_\_\_ MO \_\_\_\_\_

**\*\*\* Special charges may apply for certain requests \*\*\***

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Information Requested (PLEASE BE AS SPECIFIC AS POSSIBLE):

Date Request Received: \_\_\_\_\_ Received By: \_\_\_\_\_