Art Charlton
Custodian of Government Records
Email: acharlton@co.warren.nj.us

COUNTY of WARREN
PUBLIC INFORMATION DEPARTMENT
Wayne Dumont, Jr. Administration Building
165 County Route 519 South
Belvidere, New Jersey 07823-1949
Telephone: 908-475-6580
Fax: 908-475-6577
Website: www.co.warren.nj.us

AGENCY USE ONLY

Request # _____

Date Rec'd _____

Response due by _____

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GOVERNMENT RECORDS REQUEST FORM

Requestor Information

First Name _____ MI ____ Last Name _____

Business/Org. Name (if applicable) _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax (optional) _____

Email address (optional) _____

Under penalty of N.J.S.A. 2C:28-3 I certify that I ***HAVE*** / ***HAVE NOT*** (circle one) been convicted of any indictable offense under the laws of New Jersey, any other State, or the United States; and am not seeking government records containing personal information pertaining to a victim or victim's family as provided by N.J.S.A. 47:1A-1 et.seq.

Signature _____ Date _____

Indicate Preference:

- ☐ View records only
- ☐ Obtain copies
- ☐ View and possibly order copies

Payment Information

Acceptable payment methods:

Cash Check Money Order

Payable to ***"County of Warren"***

Fees: $0.05 for letter-sized pages
$0.07 for legal-sized pages

Audio: $2.00 per CD or cassette

Maps: Prices vary

Delivery: Delivery/postage fees may apply depending on delivery method.

Extras: Additional service fees may apply depending upon request.

Deposit: May be required if reproduction costs exceed $25.

Record(s) Requested Please be as concise as possible, citing name of document, date, topic, specific department/board/commission, or any other identifying information which will help us expedite your request. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

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Disposition Notes (AGENCY USE ONLY)