



BOROUGH OF FANWOOD

75 MARTINE AVENUE, NORTH
FANWOOD, NEW JERSEY 07023
(908) 322-8236 • FAX (908) 322-7178

ADMINISTRATION OFFICES

REQUEST FOR INFORMATION

RESOLUTION 00-12-158
ORDINANCES 89-04-R, 02-13-R, 02-17-R, 05-07-R

Department: _____ Date of Request: _____

Name: _____

Address: _____

Telephone No.: _____ Fax: _____

Documents/Information Requested: _____

I, the undersigned, understand and agree to the following conditions:

- There will be a copying charge. (Fees for copying attached)
- It is understood that this office will attempt to provide the requested records within a reasonable time taking into consideration availability of the records and the volume of the request.
- Request for records which are not subject to public disclosure will not be provided.
- The term "public records" generally includes those records which the Borough is required by law to maintain. The term does not include employee personnel files, police investigation records, public assistance files or other matters in which there is a right of privacy or confidentiality.

Signature: _____

For Office Use Only

Information provided read only. _____

Reason for Denial: _____

Received By: _____

Date Given: _____

Given By: _____

No. of Copies: _____

Copy Fee: _____

Deposit Fee: _____

11/15/05

Copy: Borough Clerk _____ Requester: _____

REQUEST FOR INFORMATION

The following fees are hereby authorized and established for copies of the Borough Code, for copies of records maintained and other services performed by the Borough and for certificates issued by the Borough. Such fees shall be paid to the custodian of such records or the agency performing such service, who shall transmit same to the Chief Financial Officer. Any agency of the Borough and any other municipality, county, state or federal agency shall be exempt from the payment of said fees. The Mayor and Council may, by resolution, establish procedures for the periodic supplementation of the Code Book and the fee to be charged thereof.

A. Copy of records

- (1) First page to tenth page: \$ 0.75 per page
- (2) All pages over 11-20: \$0.50 per page
- (3) All pages over 20: \$0.25 per page

B. Copy of book containing Code of the Borough of Fanwood: \$150.00 dollars; and cost of annual supplements upon request, \$100.00 dollars.

C. Printed copy of Municipal Land Use Ordinance: \$75.00 dollars

D. Certificate of Birth: (\$10.00) ten dollars, with each additional copy (\$10.00) ten dollars.

E. Certificate of Marriage: (\$10.00) ten dollars, with each additional copy (\$10.00) ten dollars.

F. Certificate of Death: (\$10.00) ten dollars, with each additional copy (\$8.00) eight dollars.

G. Certificate of Domestic Partnership: (\$10.00) ten dollars, with each additional copy (\$10.00) ten dollars.

11/15/05
