



State of New Jersey
Department of Environmental Protection
GOVERNMENT RECORDS REQUEST FORM



IMPORTANT NOTICE

Please read this entire form carefully as it contains important information concerning the response to your record request, accessing records, disputing denials, and your rights concerning government records. For further information, access www.nj.gov/dep/opra.

Requestor Information

First Name:	MI	Last Name
Company:		
Mailing Address:		
City:	State:	Zip: Email:
Business Telephone:	Extension	
Facsimile Telephone:		

State Use Only

Tracking #	
Received Date	
Access Method	
All matters relating to the response and access of any records identified for this request should be directed to: NJDEP – Office of Record Access 401 East State Street PO Box 420 - Mail Code 401-06Q Trenton, New Jersey 08625-0420 Tele #: (609) 341-3121 Fax #: (609) 292-1177	

Record Request Details:

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Disposition Notes	Record Request Response
	In Progress - Open
	Filled - Closed
	Denied - Closed
	Partial - Closed
Addendum Disposition Notes:	
Custodian Signature	Date