State of New Jersey
Department of the Public Advocate
Government Records Request Form

Requestor Information

First Name_____ MI___ Last Name_____

Maximum Authorized Cost: $_____

Company: _____

Mailing Address_____

City_____ State_____ Zip_____

Email_____

Daytime Phone:_____

Please indicate the best time to call between 9 a.m. and 5 p.m. _____

Preferred Delivery (circle one): Pick Up U.S. Mail On Site Inspection

Select Payment Method:

- Cash
- Check
- Money Order

Fees:
Copies are $0.10 per page

Delivery/postage fees additional depending upon delivery type. Extraordinary services fees dependent upon request.

If you have been convicted of an indictable offense under the laws of this State, any other state, or the United States, you may not receive records containing personal information pertaining to the victim of your crime or the victim's family except with a court order. Do you affirm that you have never been convicted of an indictable offense under the laws of this State, any other state or the United States?
___YES (I have not been convicted) ____ NO (I have a conviction)

If no, do you affirm that the records you are seeking do not include any personal information pertaining to the victim of your crime or the victim's family? ____ **YES** ____ **NO**

Record Request Information

To expedite the request, please be as specific as possible in describing the records being requested. Also, please include the type of access requested (copying, inspections, or examination); and if data, the medium request.

The Department of the Public Advocate has six divisions: Rate Counsel, Public Interest Advocacy, Elder Advocacy, Mental Health Advocacy, Developmental Disabilities Advocacy and Administration. If you know which division holds the records you seek, please indicate the division in your request description below. For more information on the divisions, please visit our website at www.state.nj.us/publicadvocate.

Please describe below the records you seek. (Attach additional sheets if necessary)

Mailing Address:
Debbie Sullivan, Records Custodian
Department of the Public Advocate
240 West State Street, P.O. Box 851
Trenton, N.J. 08625

Fax: (609) 984-4747
E-mail: Records@advocate.state.nj.us