



**STATE OF NEW JERSEY**

**FINAL ADMINISTRATIVE ACTION  
OF THE  
CIVIL SERVICE COMMISSION**

In the Matter of Karen Muzzarelli,  
Management Assistant (S0016B),  
Statewide

CSC Docket No. 2020-1957

Examination Appeal

**ISSUED: APRIL 17, 2020 (SLK)**

Karen Muzzarelli requests to file a late application for the open competitive examination for Management Assistant (S0016B), Statewide.

The S0016B examination at issue was announced with requirements that had to be met as of the January 6, 2020 closing date. There were 79 applicants and the examination has not yet been scheduled. The appellant is employed by the appointing authority serving provisionally in the subject title.

On appeal, the appellant states that the subject examination announcement was issued on December 15, 2019 and the closing date was on January 6, 2020. She explains she was on vacation from December 7, 2019 to January 2, 2020, although she did come in the office on December 17, 2019 to help her manager with a project. The appellant presents that while she was on vacation as well as the days that she was in the office during the time the subject examination was announced, she was busy either on personal matters or catching up in the office. Therefore, she did not think to check this agency's website for an examination announcement.

**CONCLUSION**

*N.J.A.C.* 4A:4-2.1(e) provides that applications must be filed no later than the announced filing deadline. *N.J.A.C.* 4A:1-1.2(c) states that the Civil Service Commission (Commission) may relax a rule for good cause in order to effectuate the purposes of Title 11A, New Jersey Statutes.

In this matter, the appellant explains that she was on vacation for most of the time that the subject examination was announced. Further, during the few days that she was in office, she was busy catching up on work. Therefore, she did not think to check this agency's website for the subject examination announcement. The Commission notes that the dual purpose of the Civil Service system is to ensure efficient public service for State and local governments and to provide appointment and advancement opportunities to Civil Service employees based on their merit and abilities. These interests are best served when more, rather than fewer, individuals are presented with employment opportunities. *See Communications Workers of America v. New Jersey Department of Personnel*, 154 N.J. 121 (1998). Under these circumstances, finds that there is good cause to relax N.J.A.C. 4A:4-2.1(e) and allow the appellant to file a late application for the subject examination.

This determination is limited to the instant matter and does not provide precedent in any other matter.

### ORDER

It is ordered that this request be granted, and Karen Muzzarelli be permitted to submit a late application for Management Assistant (S0016B), Statewide. It is further ordered that Muzzarelli submit the attached open competitive examination application and the \$25.00 application processing fee to the Division of Agency Services. The application and processing fee must be postmarked no later than 15 days from the issuance date of this decision. Upon receipt of the application and processing fee, it is ordered that his application be processed. Finally, if Muzzarelli's application and the required payment are not postmarked on or before the 15th day after the issuance date of this decision, she will not be entitled to have an application for the subject examination processed.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE  
CIVIL SERVICE COMMISSION ON  
THE 15<sup>TH</sup> DAY OF APRIL, 2020



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Deirdré L. Webster Cobb  
Chairperson  
Civil Service Commission

Inquiries  
and  
Correspondence

Christopher S. Myers  
Director  
Division of Appeals  
and Regulatory Affairs  
Civil Service Commission  
Written Record Appeals Unit  
P.O. Box 312  
Trenton, New Jersey 08625-0312

Attachment

c: Karen Muzzarelli  
Willie D.Kelly  
Kelly Glenn  
Records Center

# New Jersey Civil Service Commission

## Application for Open Competitive Examination

**IMPORTANT:** Read pages 3 through 5 of the Instructions for completing Application Form

**DO NOT WRITE IN THIS BOX**

**\$25.00 Application Fee Required** ▶

**2. PAYMENT METHOD:**

(Include name, address and symbol number on check/money order payable to NJCSC.)

**Personal check**     **Money order**

\*In accordance with Public Law 2010 c.26, Veterans may qualify for a reduced application fee of \$15.00. See #11 in the Instructions.

**1. FEE EXEMPTION:** If you are exempt from this fee, indicate below and **include** listed proof.

**General Assistance** - A **copy** of your benefits ID card or letter from the local welfare director.

**T.A.N.F. (A.F.D.C.)** - A **copy** of your ID card which shows your case number.

**S.S.I.** - A **copy** of your latest annual award letter or Medicaid card

**Symbol:**

**Title:**

**INSTRUCTIONS:** Please **PRINT NEATLY** and clearly in capital (uppercase) letters. Provide all information requested and insure that all information is accurate and complete. No additional information may be accepted after the last date for filing applications has passed.

**3. LAST NAME:**

**4. FIRST NAME:**

**5. M. I.:**

**6. SOCIAL SECURITY NUMBER:**

**7. RESIDENCY CODE:**

**8. DAYTIME TELEPHONE NUMBER:**

**9. CITIZEN?:**

YES  NO

**10A. MAILING ADDRESS:**

(See Instructions)

**CITY:** ▶  **STATE:** ▶  **ZIP CODE:**▶

**10B. E-MAIL ADDRESS:**▶

**11. VETERANS PREFERENCE:**

Check this box if you are claiming veterans preference for this examination. Veterans pay a reduced **application fee of \$15.00**. To see if you qualify for the reduced fee please see the instructions.

**12. ADA ASSISTANCE:**

Check this box if you require any auxiliary aid or reasonable accommodation to take this test.  
**See Instruction Page**

**13. TEST LOCATION PREFERENCES:** Check the **county** in which you prefer to take the examination (**check only one box**).

Atlantic Co. (6)     Bergen Co. (7)     Camden Co. (1)     Essex Co. (3)     Mercer Co. (2)     Monmouth Co. (4)

**14. WORK LOCATION PREFERENCE FOR STATE POSITIONS:** Check the box(es) for all counties in which you will accept employment.

(A) Atlantic     (D) Camden     (G) Essex     (K) Hunterdon     (N) Monmouth     (R) Passaic     (U) Sussex  
 (B) Bergen     (E) Cape May     (H) Gloucester     (L) Mercer     (P) Morris     (S) Salem     (V) Union  
 (C) Burlington     (F) Cumberland     (J) Hudson     (M) Middlesex     (Q) Ocean     (T) Somerset     (W) Warren

**15. BACKGROUND DATA:**

(Completion of parts A and B is voluntary. The information is used to comply with EEOC Guidelines and the N.J. State Affirmative Action Program.)

**A. Check your member group:**

(1) Black     (4) Asian  
 (2) White     (5) American Indian  
 (3) Hispanic    or Alaskan Native

**B. Gender:**

(1) Male     (2) Female

**C. Education** (Indicate the highest level Diploma or Degree you have earned:

High School Diploma or GED     (A) Associate Degree     (M) Master's Degree  
 (S) Some College but No Degree     (B) Bachelor's Degree     (D) Doctorate

**FOR CSC ONLY**

**16. SIGNATURE:** I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I understand that if my application is incomplete, it may be rejected. (**WARNING:** The Civil Service Commission may refuse to examine, or certify after examination, any applicant who makes a false statement of any material fact per NJAC 4A: 4-6.2.)

**NOTE:** Your application may be released to the Appointing Authority for the purpose of verifying information with regard to your qualifications.

**INCLUDE THE REQUIRED PROCESSING FEE WITH YOUR APPLICATION.**

Your name, address and symbol number must appear on your check or money order. Staple payment to the application.  
**DO NOT MAIL CASH!**

Mail Completed application to:  
NJCSC, P.O. Box 321, Trenton, NJ 08625-0321

**Signature:** \_\_\_\_\_

**Date:**        
(month) (day) (year)

**Important-** Complete the second page of this application

<b>Title:</b>		<b>Symbol:</b>		<b>SS#:</b>	
<b>17. EDUCATIONAL SECTION — COLLEGE AND GRADUATE SCHOOL</b> List any colleges, universities, and graduate schools you have attended. If it is required in the job announcement, be sure to attach a copy of your transcript or a list of courses, course descriptions, and credits completed. If you have not yet fulfilled the educational requirements but expect to within 4 months of the closing date, please indicate the month and year of anticipated completion. Foreign degrees/transcripts must be evaluated by a recognized evaluation service.					
What is the name and location of the college(s) you attended?	What yrs. did you attend? From: _____ To: _____	What was your major course of study?	What type of degree did you earn?	Did you graduate? <input type="checkbox"/> Y <input type="checkbox"/> N	If NO, when will you graduate? _____ Month / Year
	From: _____ To: _____			<input type="checkbox"/> Y <input type="checkbox"/> N	_____ Month / Year
<b>18. OTHER SCHOOLS OR TRAINING COURSES</b> — Include business, vocational, technical, and military schools you have attended that are <b>related</b> to the title for which you are applying. If it is not a full-time curriculum, be specific as to the number of hours attended.					
What is the name & location of school/facility where course(s)/training was held?	What subjects or courses did you take?	What were the dates you attended? _____ Month/Yr. TO _____ Month/Yr.	How many hours per week did you attend?	Did you complete the program? <input type="checkbox"/> Y <input type="checkbox"/> N	
		_____ Month/Yr. TO _____ Month/Yr.		<input type="checkbox"/> Y <input type="checkbox"/> N	
<b>19. Use this space to describe any internships, licenses, certifications or registrations that you possess which are related to the position for which you are applying.</b>					
What type of license(s), certification(s), and/or registration(s) do you hold?  In which state(s) do you hold the license(s), certification(s), and/or registration(s)?  What was the original issue date of the license(s), certification(s), and/or registration(s)?  What is the date of your current license(s), certification(s), and/or registration(s)?			What type of internship(s) have you completed?  Where was the internship(s) completed?  What were the dates of the internship(s)?  How many hours per week did you take part in the internship? _____  Was it part of a college curriculum? <input type="checkbox"/> Y <input type="checkbox"/> N		
<b>20. EMPLOYMENT RECORD</b> — You may be declared ineligible or you may not receive proper credit for scoring purposes if you do not properly complete your application. If you held different positions with the same employer, list each position separately. Make sure you give full dates of employment (month/year), indicate whether the job was full or part time, and the number of hours worked per week. Since your application may be your only "test paper," be sure it is complete and accurate. Failure to complete your application properly may cause you to be declared ineligible, lower your score, or possibly cause you to fail. If more space is needed, attach separate sheets.					
<b>A</b> What is the name and address of your current employer?   What dates have you been employed in this position? From _____ To _____ <i>Month/Year Month/Year</i>	What is your title in this position?  _____ Is this position: <input type="checkbox"/> FULL TIME? <input type="checkbox"/> PART TIME? (Average No. hrs. per wk.) _____ How many staff members do you supervise? Professional Staff _____ Support Staff _____	What duties did you perform in this position that are <b>relevant</b> to the position for which you are applying?   _____			
<b>B</b> What is the name and address of your previous employer?   What dates were you employed in this position? From _____ To _____ <i>Month/Year Month/Year</i>	What was your title in this position?  _____ Was this position: <input type="checkbox"/> FULL TIME? <input type="checkbox"/> PART TIME? (Average No. hrs. per wk.) _____ How many staff members did you supervise? Professional Staff _____ Support Staff _____	What duties did you perform in this position that are <b>relevant</b> to the position for which you are applying?   _____			
<b>C</b> What is the name and address of your previous employer?   What dates were you employed in this position? From _____ To _____ <i>Month/Year Month/Year</i>	What was your title in this position?  _____ Was this position: <input type="checkbox"/> FULL TIME? <input type="checkbox"/> PART TIME? (Average No. hrs. per wk.) _____ How many staff members did you supervise? Professional Staff _____ Support Staff _____	What duties did you perform in this position that are <b>relevant</b> to the position for which you are applying?   _____			

# INSTRUCTIONS

## INSTRUCTIONS FOR COMPLETING THE OPEN COMPETITIVE APPLICATION FORM (READ ALL INSTRUCTIONS CAREFULLY BEFORE COMPLETING YOUR APPLICATION FORM)

**1. FEE EXEMPTION:** If you are currently receiving General Assistance (welfare), Temporary Assistance for Needy Families (T.A.N.F. previously AFDC), or Supplemental Security Income (SSI), you are exempt from submitting the fee. Indicate the type of assistance you are receiving and enclose the required proof.

**2. PAYMENT METHOD:** Unless you are exempt as indicated above in #1, a **\$25.00 fee** is required for filing your application form. Veterans may pay a reduced fee of \$15.00. See #11 below. Send a check or money order only, payable to NJCSC. **Do not send cash. Staple payment to the application.**

**NOTE: Any check returned for insufficient funds will result in the disqualification from the selection process.**

**3, 4 & 5.** Use capital (uppercase) letters to print your last name, first name and middle initial (if any).

**6. SOCIAL SECURITY NUMBER:** Your Social Security number will be kept confidential and used as your applicant I.D. number to identify correctly and track all of your records and transactions associated with the application and testing process. Collecting this data is permissible under NJSA 11A:4-1, but its submission is voluntary. If you do not provide the number, a unique number will be assigned to you. However, once assigned, you will be responsible for remembering it for any inquiries you may have concerning your application or testing process.

**7. RESIDENCY CODE:** If you do not live in New Jersey, enter 0000. If you live in New Jersey, enter your 4-digit residency code from the list of Residency Codes. First, find the county, and then the specific town, borough, city, or township in which you reside. Copy the corresponding code into these boxes. **Caution:** this might not be the same as your mailing address. **Failure to complete this code properly may cause you to be rejected for this examination, so please re-check this code for accuracy.**

**8.** Enter your daytime area code and telephone number.

**9. U.S. Citizen:** Check box 'Y' if you are a United States citizen and 'N' if you are not a United States citizen.

**10a. MAILING ADDRESS:** Clearly print your complete mailing address in capital (uppercase) letters.

**CITY:** Print the name of the city in your mailing address.

**STATE:** Enter the two-letter abbreviation of the state in your mailing address.

**ZIP CODE:** Enter the 5-digit (or 9-digit, if known) zip code in your mailing address.

**10b. E-MAIL ADDRESS:** Clearly print your personal e-mail address, if any.

**11. VETERANS PREFERENCE:** Check **YES** if you are claiming veterans preference for this examination. If you have established veterans preference since April 1, 1980, no further action is needed. Otherwise, complete a veterans preference claim form and include the required documents. Claim forms are available on our web site at [www.state.nj.us/csc](http://www.state.nj.us/csc) and at our office at 44 S. Clinton Avenue, Trenton, NJ. Completed forms should be mailed to the Department of Military and Veterans' Affairs (DMAVA). For more information, visit their web site at [www.state.nj.us/military](http://www.state.nj.us/military) or contact them at 1-888-865-8387. Note: In accordance with Public Law 2010 c.26, Veterans pay a reduced **application fee of \$15.00** if they have previously established Veterans Preference with the DMAVA (as defined by N.J.S.A. 11A:5-1 et seq.), or your claim is approved by DMAVA at least 8 days prior to the DPF-47 Ins. 07-15-10

issuance of this eligibility list.

For more information, you may visit their web site at [www.state.nj.us/military](http://www.state.nj.us/military) or contact them at 1-888-865-8387.

**12. ADA ASSISTANCE:** Check the box if you would like to be contacted regarding auxiliary aid or reasonable accommodation in taking this examination in accordance with the Americans with Disabilities Act.

**13. TEST LOCATION PREFERENCE:** Check the box indicating the county in which you would like to be scheduled to take an examination if one is required.

**14. WORK LOCATION PREFERENCES:** Complete only for State positions, i.e. symbols which begin with the letter "S." Check the box(es) for all counties in which you will accept employment.

**15. BACKGROUND DATA:** Check the box indicating the group of which you are a member; indicate your sex. **Important: submission of this information is voluntary.** You should also indicate the highest level of education that you will have completed within the next four months.

**16. SIGNATURE/DATE:** Sign and date the application after carefully reading the certification statement. Use a 4-digit year in the date.

**17. EDUCATIONAL SECTION:** Provide all educational information requested. List all colleges, universities, and graduate schools that you have attended. If you have not yet fulfilled requirements for graduation, but anticipate doing so within the next four months, indicate the month and year of anticipated graduation. If a specific degree or a specific number of credits in a given subject area is required, you must attach a copy of your college transcript or a list of the specific courses that you have taken that meet the requirement. Failure to provide this information may result in ineligibility. **If your degree was earned outside of the United States, you MUST attach a copy of an evaluation performed by a recognized evaluation service.**

**18. OTHER SCHOOLS OR TRAINING COURSES:** Include business, vocational, technical, and service schools you have attended that are related to the title for which you are applying.

**19. INTERNSHIPS/LICENSES/CERTIFICATIONS/REGISTRATIONS:** Provide the information requested as it relates to your qualifications for this position. This may include any internships, licenses, certifications, or registrations that you possess which are related to the position for which you are applying. If a specific license, certification, or registration is a requirement of the position, **attach a copy of your license, certification, or registration** to this application. Failure to do so may result in ineligibility.

**20. EMPLOYMENT RECORD:** Include all experience which qualifies you for this position. Refer to the specific requirements listed for each examination announcement. You must meet or exceed all listed requirements prior to the announcement closing date to be admitted to the examination.

**Mail Completed Applications along with the \$25.00 application fee or proof of exemption to:**

New Jersey Civil Service Commission  
OC Application Processing Unit  
PO Box 321  
Trenton, NJ 08625-0321



# Residency Codes

Enter the appropriate four-digit number on the application.

Municipality	Code	Municipality	Code	Municipality	Code	Municipality	Code
<b>Atlantic County</b>		Rivervale Twp .....	0253	Haddon Heights Boro .....	0418	<b>Gloucester County</b>	
Absecon City .....	0101	Rochelle Park Twp .....	0254	Hi Nella Boro .....	0419	Clayton Boro .....	0801
Atlantic City .....	0102	Rockleigh Boro .....	0255	Laurel Springs Boro .....	0420	Deptford Twp .....	0802
Brigantine City .....	0103	Rutherford Boro .....	0256	Lawnside Boro .....	0421	East Greenwich Twp .....	0803
Buena Boro .....	0104	Saddle Brook Twp .....	0257	Lindenwold Boro .....	0422	Elk Twp .....	0804
Buena Vista Twp .....	0105	Saddle River Boro .....	0258	Magnolia Boro .....	0423	Franklin Twp .....	0805
Corbin City .....	0106	South Hackensack Twp .....	0259	Merchantville Boro .....	0424	Glassboro Boro .....	0806
Egg Harbor City .....	0107	Teaneck Twp .....	0260	Mount Ephraim Boro .....	0425	Greenwich Twp .....	0807
Egg Harbor Twp .....	0108	Tenaflly Boro .....	0261	Oaklyn Boro .....	0426	Harrison Twp .....	0808
Estell Manor City .....	0109	Teterboro Boro .....	0262	Pennsauken Twp .....	0427	Logan Twp .....	0809
Folsom Boro .....	0110	Upper Saddle River Boro .....	0263	Pine Hill Boro .....	0428	Mantua Twp .....	0810
Galloway Twp .....	0111	Waldwick Boro .....	0264	Pine Valley Boro .....	0429	Monroe Twp .....	0811
Hamilton Twp .....	0112	Wallington Boro .....	0265	Runnemed Boro .....	0430	National Park Boro .....	0812
Hammonton Town .....	0113	Washington Twp .....	0266	Somerdale Boro .....	0431	Newfield Boro .....	0813
Linwood City .....	0114	Westwood Boro .....	0267	Stratford Boro .....	0432	Paulsboro Boro .....	0814
Longport Boro .....	0115	Woodcliff Lake Boro .....	0268	Tavistock Boro .....	0433	Pitman Boro .....	0815
Margate City .....	0116	Wood-Ridge Boro .....	0269	Voorhees Twp .....	0434	South Harrison Twp .....	0816
Mullica Twp .....	0117	Wyckoff Twp .....	0270	Waterford Twp .....	0435	Swedesboro Boro .....	0817
Northfield City .....	0118	<b>Burlington County</b>		Winslow Twp .....	0436	Washington Twp .....	0818
Pleasantville City .....	0119	Bass River Twp .....	0301	Woodlynne Boro .....	0437	Wenonah Boro .....	0819
Port Republic City .....	0120	Beverly City .....	0302	<b>Cape May County</b>			
Somers Point City .....	0121	Bordentown City .....	0303	Avalon Boro .....	0501	West Deptford Twp .....	0820
Ventnor City .....	0122	Bordentown Twp .....	0304	Cape May City .....	0502	Westville Boro .....	0821
Weymouth Twp .....	0123	Burlington City .....	0305	Cape May Point Boro .....	0503	Woodbury City .....	0822
<b>Bergen County</b>		Burlington Twp .....	0306	Dennis Twp .....	0504	Woodbury Heights Boro .....	0823
Allendale Boro .....	0201	Chesterfield Twp .....	0307	Lower Twp .....	0505	Woolwich Twp .....	0824
Alpine Boro .....	0202	Cinnaminson Twp .....	0308	Middle Twp .....	0506	<b>Hudson County</b>	
Bergenfield Boro .....	0203	Delanco Twp .....	0309	North Wildwood City .....	0507	Bayonne City .....	0901
Bogota Boro .....	0204	Delran Twp .....	0310	Ocean City .....	0508	East Newark Boro .....	0902
Carlstadt Boro .....	0205	Eastampton Twp .....	0311	Sea Isle City .....	0509	Guttenberg Town .....	0903
Cliffside Park Boro .....	0206	Edgewater Park Twp .....	0312	Stone Harbor Boro .....	0510	Harrison Town .....	0904
Closter Boro .....	0207	Evesham Twp .....	0313	Upper Twp .....	0511	Hoboken City .....	0905
Cresskill Boro .....	0208	Fieldsboro Boro .....	0314	West Cape May Boro .....	0512	Jersey City .....	0906
Demarest Boro .....	0209	Florence Twp .....	0315	West Wildwood Boro .....	0513	Kearny Town .....	0907
Dumont Boro .....	0210	Hainesport Twp .....	0316	Wildwood City .....	0514	North Bergen Twp .....	0908
East Rutherford Boro .....	0212	Lumberton Twp .....	0317	Wildwood Crest Boro .....	0515	Secaucus Town .....	0909
Edgewater Boro .....	0213	Mansfield Twp .....	0318	Woodbine Boro .....	0516	Union City .....	0910
Elmwood Park Boro .....	0211	Maple Shade Twp .....	0319	<b>Cumberland County</b>			
Emerson Boro .....	0214	Medford Twp .....	0320	Bridgeton City .....	0601	West New York Town .....	0912
Englewood City .....	0215	Medford Lakes Boro .....	0321	Commercial Twp .....	0602	<b>Hunterdon County</b>	
Englewood Cliffs Boro .....	0216	Moorestown Twp .....	0322	Deerfield Twp .....	0603	Alexandria Twp .....	1001
Fair Lawn Boro .....	0217	Mount Holly Twp .....	0323	Downe Twp .....	0604	Bethlehem Twp .....	1002
Fairview Boro .....	0218	Mount Laurel Twp .....	0324	Fairfield Twp .....	0605	Bloomsbury Boro .....	1003
Fort Lee Boro .....	0219	New Hanover Twp .....	0325	Greenwich Twp .....	0606	Califon Boro .....	1004
Franklin Lakes Boro .....	0220	North Hanover Twp .....	0326	Hopewell Twp .....	0607	Clinton Town .....	1005
Garfield City .....	0221	Palmyra Boro .....	0327	Lawrence Twp .....	0608	Clinton Twp .....	1006
Glen Rock Boro .....	0222	Pemberton Boro .....	0328	Maurice River Twp .....	0609	Delaware Twp .....	1007
Hackensack City .....	0223	Pemberton Twp .....	0329	Millville City .....	0610	East Amwell Twp .....	1008
Harrington Park Boro .....	0224	Riverside Twp .....	0330	Shiloh Boro .....	0611	Flemington Boro .....	1009
Hasbrouck Heights Boro .....	0225	Riverton Boro .....	0331	Stow Creek Twp .....	0612	Franklin Twp .....	1010
Haworth Boro .....	0226	Shamong Twp .....	0332	Upper Deerfield Twp .....	0613	Frenchtown Boro .....	1011
Hillsdale Boro .....	0227	Southampton Twp .....	0333	Vineland City .....	0614	Glen Gardner Boro .....	1012
Hohokus Boro .....	0228	Springfield Twp .....	0334	<b>Essex County</b>			
Leonia Boro .....	0229	Tabernacle Twp .....	0335	Belleville Twp .....	0701	Hampton Boro .....	1013
Little Ferry Boro .....	0230	Washington Twp .....	0336	Bloomfield Twp .....	0702	High Bridge Boro .....	1014
Lodi Boro .....	0231	Westampton Twp .....	0337	Caldwell Boro .....	0703	Holland Twp .....	1015
Lyndhurst Twp .....	0232	Willingboro Twp .....	0338	Cedar Grove Twp .....	0704	Kingwood Twp .....	1016
Mahwah Twp .....	0233	Woodland Twp .....	0339	East Orange City .....	0705	Lambertville City .....	1017
Maywood Boro .....	0234	Wrightstown Boro .....	0340	Essex Fells Boro .....	0706	Lebanon Boro .....	1018
Midland Park Boro .....	0235	<b>Camden County</b>		Fairfield Twp .....	0707	Lebanon Twp .....	1019
Montvale Boro .....	0236	Audubon Boro .....	0401	Glen Ridge Boro .....	0708	Milford Boro .....	1020
Moonachie Boro .....	0237	Audubon Park Boro .....	0402	Irvington Twp .....	0709	Raritan Twp .....	1021
New Milford Boro .....	0238	Barrington Boro .....	0403	Livingston Twp .....	0710	Readington Twp .....	1022
North Arlington Boro .....	0239	Bellmawr Boro .....	0404	Maplewood Twp .....	0711	Stockton Boro .....	1023
Northvale Boro .....	0240	Berlin Boro .....	0405	Millburn Twp .....	0712	Tewksbury Twp .....	1024
Norwood Boro .....	0241	Berlin Twp .....	0406	Montclair Twp .....	0713	Union Twp .....	1025
Oakland Boro .....	0242	Brooklawn Boro .....	0407	Newark City .....	0714	West Amwell Twp .....	1026
Old Tappan Boro .....	0243	Camden City .....	0408	North Caldwell Boro .....	0715	<b>Mercer County</b>	
Oradell Boro .....	0244	Cherry Hill Twp .....	0409	Nutley Twp .....	0716	East Windsor Twp .....	1101
Palisades Park Boro .....	0245	Chesilhurst Boro .....	0410	Orange City Twp .....	0717	Ewing Twp .....	1102
Paramus Boro .....	0246	Clementon Boro .....	0411	Roseland Boro .....	0718	Hamilton Twp .....	1103
Park Ridge Boro .....	0247	Collingswood Boro .....	0412	South Orange Village Twp .....	0719	Hightstown Boro .....	1104
Ramsey Boro .....	0248	Gibbsboro Boro .....	0413	Verona Twp .....	0720	Hopewell Boro .....	1105
Ridgefield Boro .....	0249	Gloucester City .....	0414	West Caldwell Twp .....	0721	Hopewell Twp .....	1106
Ridgefield Park Village .....	0250	Gloucester Twp .....	0415	West Orange Twp .....	0722	Lawrence Twp .....	1107
Ridgewood Twp .....	0251	Haddon Twp .....	0416	<b>Cumberland County</b>			
River Edge Boro .....	0252	Haddonfield Boro .....	0417	Bridgeton City .....	0601	Pennington Boro .....	1108
				Commercial Twp .....	0602	Princeton Boro .....	1109
				Deerfield Twp .....	0603	Princeton Twp .....	1110
				Downe Twp .....	0604		
				Fairfield Twp .....	0605		
				Greenwich Twp .....	0606		
				Hopewell Twp .....	0607		
				Lawrence Twp .....	0608		
				Maurice River Twp .....	0609		
				Millville City .....	0610		
				Shiloh Boro .....	0611		
				Stow Creek Twp .....	0612		
				Upper Deerfield Twp .....	0613		
				Vineland City .....	0614		
				<b>Essex County</b>			
				Belleville Twp .....	0701		
				Bloomfield Twp .....	0702		
				Caldwell Boro .....	0703		
				Cedar Grove Twp .....	0704		
				East Orange City .....	0705		
				Essex Fells Boro .....	0706		
				Fairfield Twp .....	0707		
				Glen Ridge Boro .....	0708		
				Irvington Twp .....	0709		
				Livingston Twp .....	0710		
				Maplewood Twp .....	0711		
				Millburn Twp .....	0712		
				Montclair Twp .....	0713		
				Newark City .....	0714		
				North Caldwell Boro .....	0715		
				Nutley Twp .....	0716		
				Orange City Twp .....	0717		
				Roseland Boro .....	0718		
				South Orange Village Twp .....	0719		
				Verona Twp .....	0720		
				West Caldwell Twp .....	0721		
				West Orange Twp .....	0722		

Municipality Code

Municipality Code

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**Mercer County**

Robbinsville Twp ..... 1112  
Trenton City ..... 1111  
West Windsor Twp ..... 1113

**Middlesex County**

Carteret Boro ..... 1201  
Cranbury Twp ..... 1202  
Dunellen Boro ..... 1203  
East Brunswick Twp ..... 1204  
Edison Twp ..... 1205  
Helmetta Boro ..... 1206  
Highland Park Boro ..... 1207  
Jamesburg Boro ..... 1208  
Metuchen Boro ..... 1210  
Middlesex Boro ..... 1211  
Milltown Boro ..... 1212  
Monroe Twp ..... 1213  
New Brunswick City ..... 1214  
North Brunswick Twp ..... 1215  
Old Bridge Twp ..... 1227  
Perth Amboy City ..... 1216  
Piscataway Twp ..... 1217  
Plainsboro Twp ..... 1218  
Sayreville Boro ..... 1219  
South Amboy City ..... 1220  
South Brunswick Twp ..... 1221  
South Plainfield Boro ..... 1222  
South River Boro ..... 1223  
Spotswood Boro ..... 1224  
Woodbridge Twp ..... 1225

**Monmouth County**

Aberdeen Twp ..... 1355  
Allenhurst Boro ..... 1301  
Allentown Boro ..... 1302  
Asbury Park City ..... 1303  
Atlantic Highlands Boro ..... 1304  
Avon-by-the-Sea Boro ..... 1305  
Belmar Boro ..... 1306  
Bradley Beach Boro ..... 1307  
Brielle Boro ..... 1308  
Colts Neck Twp ..... 1309  
Deal Boro ..... 1310  
Eatontown Boro ..... 1311  
Englishtown Boro ..... 1312  
Fair Haven Boro ..... 1313  
Farmingdale Boro ..... 1314  
Freehold Boro ..... 1315  
Freehold Twp ..... 1316  
Hazlet Twp ..... 1339  
Highlands Boro ..... 1317  
Holmdel Twp ..... 1318  
Howell Twp ..... 1319  
Interlaken Boro ..... 1320  
Keansburg Boro ..... 1321  
Keyport Boro ..... 1322  
Lake Como Boro ..... 1347  
Little Silver Boro ..... 1323  
Loch Arbour Village ..... 1324  
Long Branch City ..... 1325  
Manalapan Twp ..... 1326  
Manasquan Boro ..... 1327  
Marlboro Twp ..... 1328  
Matawan Boro ..... 1329  
Middletown Twp ..... 1331  
Millstone Twp ..... 1332  
Monmouth Beach Boro ..... 1333  
Neptune City Boro ..... 1335  
Neptune Twp ..... 1334  
Ocean Twp ..... 1337  
Oceanport Boro ..... 1338  
Red Bank Boro ..... 1340  
Roosevelt Boro ..... 1341  
Rumson Boro ..... 1342  
Sea Bright Boro ..... 1343  
Sea Girt Boro ..... 1344  
Shrewsbury Boro ..... 1345  
Shrewsbury Twp ..... 1346  
Spring Lake Boro ..... 1348  
Spring Lake Heights Boro ..... 1349  
Tinton Falls Boro ..... 1356  
Union Beach Boro ..... 1350

Upper Freehold Twp ..... 1351  
Wall Twp ..... 1352  
West Long Branch Boro ..... 1353

**Morris County**

Boonton Town ..... 1401  
Boonton Twp ..... 1402  
Butler Boro ..... 1403  
Chatham Boro ..... 1404  
Chatham Twp ..... 1405  
Chester Boro ..... 1406  
Chester Twp ..... 1407  
Denville Twp ..... 1408  
Dover Town ..... 1409  
East Hanover Twp ..... 1410  
Florham Park Boro ..... 1411  
Hanover Twp ..... 1412  
Harding Twp ..... 1413  
Jefferson Twp ..... 1414  
Kinnelon Boro ..... 1415  
Lincoln Park Boro ..... 1416  
Long Hill Twp ..... 1440  
Madison Boro ..... 1417  
Mendham Boro ..... 1418  
Mendham Twp ..... 1419  
Mine Hill Twp ..... 1420  
Montville Twp ..... 1421  
Morris Twp ..... 1422  
Morris Plains Boro ..... 1423  
Morristown Town ..... 1424  
Mountain Lakes Boro ..... 1425  
Mount Arlington Boro ..... 1426  
Mount Olive Twp ..... 1427  
Netcong Boro ..... 1428  
Parsippany-Troy Hills Twp ..... 1429  
Pequannock Twp ..... 1431  
Randolph Twp ..... 1432  
Riverdale Boro ..... 1433  
Rockaway Boro ..... 1434  
Rockaway Twp ..... 1435  
Roxbury Twp ..... 1436  
Victory Gardens Boro ..... 1437  
Washington Twp ..... 1438  
Wharton Boro ..... 1439

**Ocean County**

Barnegat Twp ..... 1534  
Barnegat Light Boro ..... 1501  
Bay Head Boro ..... 1502  
Beach Haven Boro ..... 1503  
Beachwood Boro ..... 1504  
Berkeley Twp ..... 1505  
Brick Twp ..... 1506  
Eagleswood Twp ..... 1508  
Harvey Cedars Boro ..... 1509  
Island Heights Boro ..... 1510  
Jackson Twp ..... 1511  
Lacey Twp ..... 1512  
Lakehurst Boro ..... 1513  
Lakewood Twp ..... 1514  
Lavallette Boro ..... 1515  
Little Egg Harbor Twp ..... 1516  
Long Beach Twp ..... 1517  
Manchester Twp ..... 1518  
Mantoloking Boro ..... 1519  
Ocean Twp ..... 1520  
Ocean Gate Boro ..... 1521  
Pine Beach Boro ..... 1522  
Plumsted Twp ..... 1523  
Point Pleasant Boro ..... 1524  
Point Pleasant Beach Boro ..... 1525  
Seaside Heights Boro ..... 1526  
Seaside Park Boro ..... 1527  
Ship Bottom Boro ..... 1528  
South Toms River Boro ..... 1529  
Stafford Twp ..... 1530  
Surf City Boro ..... 1531  
Toms River Twp ..... 1507  
(formerly Dover Twp)  
Tuckerton Boro ..... 1532

**Passaic County**

Bloomington Boro ..... 1601  
Clifton City ..... 1602  
Haledon Boro ..... 1603  
Hawthorne Boro ..... 1604  
Little Falls Twp ..... 1605  
North Haledon Boro ..... 1606  
Passaic City ..... 1607  
Paterson City ..... 1608  
Pompton Lakes Boro ..... 1609  
Prospect Park Boro ..... 1610  
Ringwood Boro ..... 1611  
Totowa Boro ..... 1612  
Wanaque Boro ..... 1613  
Wayne Twp ..... 1614  
West Milford Twp ..... 1615  
Woodland Park Boro ..... 1616  
(formerly West Paterson Boro)

**Salem County**

Alloway Twp ..... 1701  
Carney's Point Twp ..... 1716  
Elmer Boro ..... 1702  
Elsinboro Twp ..... 1703  
Lower Alloways Creek Twp ..... 1704  
Mannington Twp ..... 1705  
Oldmans Twp ..... 1706  
Penns Grove Boro ..... 1707  
Pennsville Twp ..... 1708  
Pilesgrove Twp ..... 1709  
Pittsgrove Twp ..... 1710  
Quinton Twp ..... 1711  
Salem City ..... 1712  
Upper Pittsgrove Twp ..... 1714  
Woodstown Boro ..... 1715

**Somerset County**

Bedminster Twp ..... 1801  
Bernards Twp ..... 1802  
Bernardsville Boro ..... 1803  
Bound Brook Boro ..... 1804  
Branchburg Twp ..... 1805  
Bridgewater Twp ..... 1806  
Far Hills Boro ..... 1807  
Franklin Twp ..... 1808  
Green Brook Twp ..... 1809  
Hillsborough Twp ..... 1810  
Manville Boro ..... 1811  
Millstone Boro ..... 1812  
Montgomery Twp ..... 1813  
North Plainfield Boro ..... 1814  
Peapack-Gladstone Boro ..... 1815  
Raritan Boro ..... 1816  
Rocky Hill Boro ..... 1817  
Somerville Boro ..... 1818  
South Bound Brook Boro ..... 1819  
Warren Twp ..... 1820  
Watchung Boro ..... 1821

**Sussex County**

Andover Boro ..... 1901  
Andover Twp ..... 1902  
Branchville Boro ..... 1903  
Byram Twp ..... 1904  
Frankford Twp ..... 1905  
Franklin Boro ..... 1906  
Fredon Twp ..... 1907  
Green Twp ..... 1908  
Hamburg Boro ..... 1909  
Hampton Twp ..... 1910  
Hardyston Twp ..... 1911  
Hopatcong Boro ..... 1912  
Lafayette Twp ..... 1913  
Montague Twp ..... 1914  
Newton Town ..... 1915  
Ogdensburg Boro ..... 1916  
Sandyston Twp ..... 1917  
Sparta Twp ..... 1918  
Stanhope Boro ..... 1919  
Stillwater Twp ..... 1920  
Sussex Boro ..... 1921  
Vernon Twp ..... 1922  
Walpack Twp ..... 1923  
Wantage Twp ..... 1924

**Union County**

Berkeley Heights Twp ..... 2001  
Clark Twp ..... 2002  
Cranford Twp ..... 2003  
Elizabeth City ..... 2004  
Fanwood Boro ..... 2005  
Garwood Boro ..... 2006  
Hillside Twp ..... 2007  
Kenilworth Boro ..... 2008  
Linden City ..... 2009  
Mountainside Boro ..... 2010  
New Providence Boro ..... 2011  
Plainfield City ..... 2012  
Rahway City ..... 2013  
Roselle Boro ..... 2014  
Roselle Park Boro ..... 2015  
Scotch Plains Twp ..... 2016  
Springfield Twp ..... 2017  
Summit City ..... 2018  
Union Twp ..... 2019  
Westfield Twp ..... 2020  
Winfield Twp ..... 2021

**Warren County**

Allamuchy Twp ..... 2101  
Alpha Boro ..... 2102  
Belvidere Town ..... 2103  
Blairstown Twp ..... 2104  
Franklin Twp ..... 2105  
Frelinghuysen Twp ..... 2106  
Greenwich Twp ..... 2107  
Hackettstown Town ..... 2108  
Hardwick Twp ..... 2109  
Harmony Twp ..... 2110  
Hope Twp ..... 2111  
Independence Twp ..... 2112  
Knowlton Twp ..... 2113  
Liberty Twp ..... 2114  
Lopatcong Twp ..... 2115  
Mansfield Twp ..... 2116  
Oxford Twp ..... 2117  
Phillipsburg Town ..... 2119  
Pohatcong Twp ..... 2120  
Washington Boro ..... 2121  
Washington Twp ..... 2122  
White Twp ..... 2123

**Residents of Other States ..... 0000**