

GOVERNMENT RECORDS COUNCIL
Administrative Case Disposition – Not a Valid OPRA Request

GRC Complaint No: 2007-171

Complainant: Brenda Taylor

Custodian: New Jersey Department of Children and Families

Date of Request: July 3, 2007

Date of Complaint: July 31, 2007

Case Disposition: Not a valid OPRA request.

Type of Administrative Disposition: The Custodian submitted a certification on September 10, 2007 certifying that she never received an OPRA request form from the Complainant.

Applicable OPRA Provision: “[t]he custodian of a public agency shall adopt a form for the use of any person who requests access to a government record held or controlled by the public agency. The form shall provide space for the name, address, and phone number of the requestor and a brief description of the government record sought...” N.J.S.A. 47:1A-5.f

N.J.S.A. 47:1A-5.g. provides that: “[a] request for access to a government record shall be in writing and hand-delivered, mailed, transmitted electronically, or otherwise conveyed to the appropriate custodian...”

This is the final administrative determination in this matter. Any further review should be pursued in the Appellate Division of the Superior Court of New Jersey within forty-five (45) days. Information about the appeals process can be obtained from the Appellate Division Clerk’s Office, Hughes Justice Complex, 25 W. Market St. PO Box 006, Trenton, NJ 08625-0006.

Effective Date of Disposition: September 26, 2007

Prepared By:

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Case Manager/*In Camera* Attorney

Approved By:

Catherine Starghill, Esq.
Executive Director

Date: September 19, 2007

Distribution Date: September 27, 2007