

WYCKOFF POLICE DEPARTMENT

SCOTT PLAZA
WYCKOFF, NEW JERSEY 07481
201-891-2121

REQUEST FOR PUBLIC RECORDS

(N.J.S.A. 47:1A-1, et seq.)

A request for Public Records must be submitted to the above address, on this form which has been adopted by the Chief of Police as the Custodian of Police Records. If your request is approved, it will take some time to compile the records and make the copies requested, but they will normally be available within seven business days pursuant to statute. If a document or copy which has been requested is not a public record pursuant to statute or if it can not be provided within seven business days, you will be provided with a response with that information within the seven business days. Fees for copying public records are established by statute as follows: first page to tenth page, \$0.75 per page; eleventh page to twentieth page, \$0.50 per page; all pages over twenty, \$0.25 per page. Pursuant to N.J.S.A. 47:1A-5c., this office may impose a reasonable special service charge if the nature, format, manner of collation, or volume of a government record is such that it cannot be reproduced by ordinary document copying equipment in ordinary business size or involves an extraordinary expenditure of time and effort to accommodate your request.

The terms "public record" and "government record" in New Jersey do not include:

- Criminal investigatory records
- Victim's records
- Inter-agency or intra agency advisory, consultative, or deliberative material
- Emergency or security information or procedures for buildings or facilities
- Administrative or technical information regarding computer hardware, software and networks which, if disclosed, would jeopardize computer security
- Information regarding labor-management negotiations including statements of strategy or negotiating position
- Pension and personnel records in possession of this office

Print Clearly

Name: _____

Address: _____

Telephone: _____

Documentation Requested including date and location:

The applicant hereby acknowledges receipt of a copy of this form with the date on which the requested documentation is expected to be available and the estimated cost. The applicant hereby certifies that he or she has not been convicted of any indictable offense under the laws of this State, any other State of the United States and is not seeking government records containing personal information pertaining to a victim or a victim's family.

Pre-payment of a deposit for this request is required in the amount of: _____

This completed form, when signed by an authorized employee of the Wyckoff Police Department, shall act as an acknowledgment of your request for access to records.

Applicant's Signature

Wyckoff Police Department

Date:

Date:

WYCKOFF POLICE DEPARTMENT

SCOTT PLAZA
WYCKOFF, NEW JERSEY 07481
201-891-2121

PUBLIC RECORDS REQUEST RESPONSE

TO: _____

Document(s) provided: _____ pages at total cost of: _____

Document(s) not provided (see below)

The document(s) listed below and requested by you are not being provided because the document(s) are not public records as provided by law, as noted below:

Privileged or Protected Category

- Autopsy Reports
- Child abuse or sex assault victim name or address
- Court records sealed
- Computer security information
- Criminal investigatory records
- Credit Card Numbers
- Grand Jury testimony, information
- Grievance information with public employer
- Domestic Violence data
- Drivers' license numbers
- DYFS information
- Electronic Surveillance Materials
- Emergency or security information or procedures
- Employee sexual harassment complaints
- Fingerprint cards
- Inter-agency or intra agency advisory communications
- Juvenile records
- Labor Negotiation information, strategy or positions
- Medical Examiner Photographs
- Otherwise inappropriate material
- Pension and personnel records
- Photographs pertaining to a criminal investigation
- Pre Sentence Investigations
- Public Agency insurance communications
- Safety of persons or public
- Security measures and surveillance techniques
- Social Security Numbers
- Unlisted Telephone Numbers
- Victim locations (Domestic Violence)
- Victim records
- Record has been destroyed/not retained pursuant to:
- Other

Authority

- N.J.S.A. 47:1A-1.1, et seq
- N.J.S.A. 2A:82-46b
- Executive Order 69
- N.J.S.A. 47:1A-1.1, et seq
- N.J.S.A. 47:1A-1.1, et seq
- N.J.S.A. 47:1A-1.1, et seq
- Court Rule 3:6-7
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 2C:25-33
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 9:6-8.10
- N.J.S.A. 2A:156A-19
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- Executive Order 69
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 2A:4A-60
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- Executive Order 69
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.; Exec. Order 69
- State v. DeGeorge, 113 NJ Super.542 (App. Div. 1971)
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.; Exec. Order 69
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 47:1A-1.1, et seq.
- N.J.S.A. 2C:25-26c.
- N.J.S.A. 47:1A-1.1, et seq.
- Records Retention and Disposition Schedule
(NJ Dept. of State, Div. Of Archives Mgnt.)

You have a right to appeal the decision that the document or documents are not public records. You may take your appeal to the Public Records Council or to the New Jersey Superior Court as provided by N.J.S.A. 47:1A-6 and -7.

Date:

Wyckoff Police Dept

I hereby acknowledge that I have received the documents requested except for any documents specifically listed above on which a determination has been made that the documents will not be provided. If any documents have not been provided, I have received information on this form as to the procedures for any appeal of the determination.

Date:

Applicant's Signature: