



# CLARK OPEN PUBLIC RECORDS ACT REQUEST FORM

430 Westfield Avenue

732-388-3669

Clerk@ourclark.com

Edith L. Merkel RMC, Township Clerk



### Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

### Requestor Information - Please Print

First Name	<u>Ryan</u>	MI		Last Name	<u>Williams</u>
E-mail Address	<u>MLS@stellaripl.com</u>				
Mailing Address	<u>2605 Maitland Center Pkwy suite C</u>				
City	<u>Maitland</u>	State	<u>FL</u>	Zip	<u>32751</u>
Telephone	<u>302-261-9069</u>	FAX	<u>407-210-3113</u>		
Preferred Delivery:	Pick Up <input type="checkbox"/>	US Mail <input type="checkbox"/>	On-Site Inspect <input type="checkbox"/>	Fax <input checked="" type="checkbox"/>	E-mail <input checked="" type="checkbox"/>
<p>If you are requesting records containing personal information, please circle one: Under penalty of N.J.S.A. 2C:28-3, I certify that I <u>HAVE</u> / <u>HAVE NOT</u> been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.</p>					
Signature	<u>Ryan Williams</u>			Date	<u>02-16-2024</u>

### Payment Information

Maximum Authorization Cost	\$ _____
Select Payment Method	
Cash	<input type="checkbox"/>
Check	<input type="checkbox"/>
Money Order	<input type="checkbox"/>
Fees:	Letter size pages - \$0.05 per page
	Legal size pages - \$0.07 per page
	Other materials (CD, DVD, etc) - actual cost of material
Delivery:	Delivery / postage fees additional depending upon delivery type.
Extras:	Special service charge dependent upon request.

**Record Request Information:** Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

We are currently working with closing on this property scheduled and would need the below records verified. Please provide the requested below info at the earliest.

Address: 8 GINESI DRIVE CLARK NJ 07066  
 Parcel: Block: 52 Lot: 14.05  
 Owner: JEROME KOVACH

Please advise if the above address has any OPEN/PENDING/EXPIRED Permits and demolition permits that needs attention and any fees due currently.

Also advise if there are any Code Violation or fines due that needs attention currently. Any unrecorded liens/fines/special assessments due.

### AGENCY USE ONLY

Est. Document Cost	_____
Est. Delivery Cost	_____
Est. Extras Cost	_____
Total Est. Cost	_____
Deposit Amount	_____
Estimated Balance	_____
Deposit Date	_____

Disposition Notes	
Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.	
In Progress	- Open _____
Denied	- Closed _____
Filled	- Closed _____
Partial	- Closed _____

### AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
<p style="color: red; font-weight: bold;">2/17/23</p> <p style="color: red; font-weight: bold;">- NO OPEN/PENDING PERMITS AS OF THIS DATE</p> <p style="color: red; font-weight: bold;">- NO SPECIFIC ASSESSMENTS AS OF THIS DATE</p>			
Custodian Signature		Date	

## Terri Mazarella

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**From:** Laura Caliguire  
**Sent:** Tuesday, February 20, 2024 11:16 AM  
**To:** Terri Mazarella  
**Subject:** RE: OPRA Requests 2 Blake Drive and 8 Ginesi Drive

8 Ginesi  
All property taxes and sewer are current.  
There are no liens on the property.  
Laura Caliguire

Tax Collector  
Township of Clark  
430 Westfield Avenue  
Clark, NJ 07066  
P- 732-428-8404  
F- 732-388-0581

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**From:** Terri Mazarella <tmazarella@ourclark.com>  
**Sent:** Friday, February 16, 2024 3:50 PM  
**To:** Elaina Lambert <emlambert@ourclark.com>; Laura Caliguire <lcaliguire@ourclark.com>; Mike Ross <mross@ourclark.com>  
**Subject:** OPRA Requests 2 Blake Drive and 8 Ginesi Drive

Elaina / Laura/ Mike

Please see the attached OPRA Requests.

Response: As soon as possible but not later than Friday, February 23<sup>rd</sup>

Thanks  
Have a good weekend  
Terri