

GLOUCESTER COUNTY UTILITIES AUTHORITY

PUBLIC RECORDS REQUEST FORM

****To request access to public records, complete this form and file with John Vinci Sr., Executive Director, and GCUA custodian of records, Gloucester County Utilities Authority, 2 Paradise Road, West Deptford, NJ 08066, and his phone number is (856) 423-3500. The Custodian is generally required (subject to certain exceptions) to fill a records request within seven business days after receiving the request.****

REQUESTOR INFORMATION: (PLEASE PRINT)

First Name _____	MI _____	Last Name _____
Mailing Address _____		
City _____	State _____	Zip _____ Email _____
Business Hours Telephone Area Code _____	Number _____	Extension _____
Preferred Delivery: Pick Up _____	US Mail _____	On Site Inspection _____ Email if possible _____
Under penalty of N.J.S.A. 2C:28-3, I certify that I HAVE/HAVE NOT (circle one) been convicted of any indictable offense under the laws of New Jersey, of any other state, of the United States, and I am not seeking government records containing personal information pertaining to the victim of a crime or the victim's		
Signature _____	Date _____	

	Fee Information		
	Select Payment Method	Cash _____	Check _____ Money Order _____
Pages 1 through 50		Free of charge	
All pages over 50		\$0.01 (one cent) per page	
the above 2 are for letter & legal size copies			
Over-sized copies		\$0.40 (forty cents) per page	
Cassette tapes		\$0.70 (seventy cents) each	
Compact Discs (CD's)		\$0.35 (thirty-five cents) each	

INFORMATION REQUESTED (please be as specific as possible): _____

Date request received _____	Signature of Utilities Authority Representative Receiving Request _____
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