



HADDONFIELD PUBLIC SCHOOLS
 One Lincoln Avenue
 Haddonfield, NJ 08033
 Camden County

**Open Public Records Act
 OPRA Request Form**

Requested by: _____

Address: _____

Phone and/or Fax: _____

Signature: _____ Date: _____

**Clearly print a brief description of the record(s) requested:
 (CIRCLE)**

- 1. (view or copy)

- 2. (view or copy)

- 3. (view or copy)

- 4. (view or copy)

To be completed by the Custodian of Records

Request Approved Or Denied	To Be Provided By	Fees Charged
*		
*		
*		
*		

***If request is denied, the reasons for denial follow:**

- 1. _____
- 2. _____
- 3. _____
- 4. _____

\$ _____
 Total Estimated Charge

\$ _____
 Deposit Required

 Signature of Custodian

 Date

This form must be completed and presented to the Custodian of Records between the hours of 9 AM and 4 PM, Monday to Friday when offices are normally open. A determination as to any fees charged will be made by the Custodian of Records. A

deposit may be required upon acceptance of this request. Requested records will be made available as soon as possible, provided that the record is currently available and not in storage or archived.



HADDONFIELD BOARD OF EDUCATION

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