**GOVERNMENT RECORDS COUNCIL**

**Administrative Case Disposition – Not a Valid OPRA Request**

<table>
<thead>
<tr>
<th>GRC Complaint No:</th>
<th>2006-99</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complainant:</td>
<td>AJ Nash</td>
</tr>
<tr>
<td>Custodian:</td>
<td>Community School of Family Connections, Barney Fabbo</td>
</tr>
<tr>
<td>Date of Request:</td>
<td>January 10, 2006</td>
</tr>
<tr>
<td>Date of Complaint:</td>
<td>May 16, 2006</td>
</tr>
</tbody>
</table>

**Case Disposition:** Not a valid OPRA request.

**Type of Administrative Disposition:** The Custodian submitted a certification on August 7, 2006, certifying that he 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:** May 30, 2007

Prepared By:

Karyn Gordon, Esq.
In House Counsel

Approved By:

Catherine Starghill, Esq.
Executive Director

Date: May 30, 2007

Distribution Date: June 5, 2007

---

1 It also appears from a review of the By-Laws submitted by Custodian that the Community School of Family Connections is not a public agency subject to OPRA, N.J.S.A. 47:1A-1.1; see Times of Trenton Pub'l Corp. v. Lafayette Yard Cmty. Dev. Corp., 183 N.J. 519 (2005). However, such determination was not necessary for purposes of the adjudication of this complaint.