**GOVERNMENT RECORDS COUNCIL**

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

<table>
<thead>
<tr>
<th>GRC Complaint No:</th>
<th>2007-42</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complainant:</td>
<td>Tyrone Jamison</td>
</tr>
<tr>
<td>Custodian:</td>
<td>The Somerset Community Action Program, Jyotsana Dani</td>
</tr>
<tr>
<td>Date of Request:</td>
<td>December 21, 2006</td>
</tr>
<tr>
<td>Date of Complaint:</td>
<td>January 7, 2007</td>
</tr>
</tbody>
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**Case Disposition:** The Custodian certifies that no OPRA request was received from the Complainant.

**Type of Administrative Disposition:** Not a valid OPRA request.

**Applicable OPRA Provision:**

OPRA states:

“[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.*

OPRA also 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....” *N.J.S.A. 47:1A-5.g.*

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:** April 25, 2007

Prepared By:  
Rebecca Steese  
Case Manager

Approved By:  
Catherine Starghill, Esq.  
Executive Director

April 18, 2005