

May 1, 2012

Attention: Municipal Clerk, Any City, New Jersey

Sent via facsimile

Dear Clerk,

Please accept this facsimile as my official request for records under the State's Open Public Records Act. I would like a copy of the City's open and closed session meeting minutes from January 1, 2012 to the present date. Kindly send to my e-mail address at [Requestor@someemail.com](mailto:Requestor@someemail.com).

Sincerely,

Joe Citizen