

Electronic Mail (OPRA)

Request Form

If you have completed the section in the Open Public Records Request Form to receive a copy of your Montclair State University Police Report via E-Mail (Electronic Mail Delivery), please complete the OPRA form below.

1. The police report you will receive is NOT to be reproduced and is intended solely for your use.
2. The E-Mail address you provide MUST be registered to you and ***printed CLEARLY*** on the form.
3. You will receive a confirmation E-Mail from the Records Office before the report is sent to confirm your E-Mail Address is correct.
4. If you fail to respond to the confirmation within three (3) business days, your request will be filed and changed to "Pick Up."

Requester's Name: _____

E-Mail Address: _____