



County of Burlington

Board of Taxation

49 Rancocas Road, Mount Holly, NJ 08060, Room 111
Mailing: P.O. Box 6000, Mount Holly, NJ 08060
(609) 265-5739 • www.co.burlington.nj.us

Eileen R. Carlos, *Administrator*



CONFIDENTIAL REDACTION REQUEST FORM

This form must be filed with the Burlington County Board of Taxation. The completed form may be sent via regular mail or hand delivered to the address listed above or emailed to the custodian of records at ecarlos@co.burlington.nj.us. Please indicate "confidential" on the envelope or in the subject line of the email.

REQUESTOR: I, _____, am the owner of real property located in Burlington County and do hereby request my resident address, telephone number or email, if part of the public record, to be redacted from the official Burlington County tax list *from public access*. I understand that this is just one office of multiple offices that would hold my information public and that these offices would need to be contacted individually and that Burlington County Board of Taxation will not be held responsible for any other office to be contacted.

| Position Held | Form of ID Provided | Phone Number | Email Address |
|---------------|---------------------|--------------|---------------|
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This form is to be distributed to any person(s) who may be eligible under P. L. 2020, Chapter 125.
This request is **CONFIDENTIAL** and not subject to any distribution.

INFORMATION TO BE REDACTED:

| Owner Name | Spouse/Eligible Family Member Living in same household | Mailing Address | Town/State/Zip Code |
|------------|---|-----------------|---------------------|
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| Property Location Address | Block/Lot/Qualifier | Municipality | County/State |
|---------------------------|---------------------|--------------|-------------------|
| | | | Burlington Co. NJ |
| | | | Burlington Co. NJ |

Signature: _____ Date: _____

OFFICIAL COUNTY USE ONLY:

| Custodian of Record | Notes | Date Redacted | Date Notified Owner | Method of Contact |
|---------------------|-------|---------------|---------------------|-------------------|
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INFORMATON AND INSTRUCTIONS:

- This form must be filed with the Burlington County Board of Taxation.
- There is no fee for this service.
- The form may be mailed, or hand delivered to Burlington County Board of Taxation Attn: Custodian of Records 49 Rancocas Rd, P.O. Box 6000, Mt. Holly, NJ 08060. Please mark “confidential” on the envelope.
- The form may be emailed to the custodian of records currently: ecarlos@co.burlington.nj.us
- You will be notified when the form has been received.
- The custodian of records will have 72 hours to comply with the request.
- The Burlington County Board of Taxation is solely responsible to redact the address, telephone number or email, of a municipal tax record, with a signed, written request that has been verified.
- The property owner is responsible to contact any other government department, unit or office and shall not hold the Burlington County Board of Taxation responsible to make such requests.
- Requestor has the right to appeal a denial. Appeal instructions will be provided with a denial response.
- “Be advised that this request is governed by L. 2015, c. 226 and L. 2020, c. 125 and will comply with the guidelines set forth in the law commonly known as Daniel’s Law.”

COMPLETING THE REQUEST FORM:

- All information must be completed. Incomplete requests shall be denied.
- Identification must be provided for verification (copy of ID document i.e. NJ Valid license, Government issued ID, Military ID accepted with current property owned address). Failure to provide valid ID, the request shall be denied.
- Date and sign the form, failure to do so, the request shall be denied.
- Any questions please contact the Custodian of Records at 609-265-5739 or ecarlos@co.burlington.nj.us

DO NOT WRITE BELOW THE OFFICAL COUNTY USE LINE