

Records Request Guidance:

a) Municipal Courts are not permitted to conduct name searches or conduct background checks through the judiciary automated system. A defendant's name **must** be listed in the Case Name section of the form (Part C). The Court does not have the ability to search by property address.

b) If a record is found, there is a fee of \$5.00 for a certified Notice of Disposition. If the Court seal is also requested, there is an additional fee of \$5.00. Check/Money order is accepted and should be payable to Dumont Municipal Court and mailed to 80 West Madison Avenue, Dumont, NJ 07628.

c) This search will only produce matters where a complaint summons was filed in Dumont Municipal Court.

d) Records Request Forms may be sent via email to Wendy Vasquez-Moody (wendy.vasquezmoody@njcourts.gov), Glenda Hickey (glenda.hickey@njcourts.gov) or via fax to 201-387-5061.

Public access is available at the free online public access portal located here:

<https://portal.njcourts.gov/webe22/MPAWeb/jsp/common/Disclaimer.faces>