



SAVE THE TRIP TO TOWN HALL

Did you know that many Township services are available online? As we continue working to limit the spread of COVID-19 (Coronavirus), we have compiled a list of services that residents can take care of online and/or by phone. In an effort to maintain social distancing, we encourage you to follow the instructions below to take care of these services without having to visit Town Hall.

SERVICE YOU MAY NEED	HOW YOU CAN ACCOMPLISH WITHOUT VISITING TOWN HALL
<p>TAX COLLECTOR’S OFFICE:</p> <ul style="list-style-type: none"> • Paying your taxes and/or sewer utility • Mercantile Registration 	<ul style="list-style-type: none"> • Visit www.neptunetownship.org Click on the “Online Bill Pay” on the left hand side of the page. • Visit https://webportal.municipal-software.com/lookup/neptune to check the status of taxes or sewer utility • Questions email collector@neptuntownship.org or call 732-988-5200 extension 243. • Mercantile registrations go to http://neptunetownship.org/departments/mercantile. Questions email mercantile@neptunetownship.org or call 732-988-5200 extension 243.
<p>PUBLIC WORKS:</p> <ul style="list-style-type: none"> • Road Concern • Recycling Concern • Sewer Issues 	<ul style="list-style-type: none"> • Call 732-775-8797 or email tjames@neptunetownship.org

POLICE:

- Motor Vehicle Accident Reports or OPRA Requests

- To request Visit www.neptunepolice.org Click on “Divisions” then “Professional Responsibility”. Click on “Records Bureau”. You will then find a link for the Open Public Records Act Request. Please fax all accident requests to 732-988-8442.
- For more information, call 732-988-8000, ext. 451
- Motor vehicle crash reports or OPRA requests can be faxed or emailed to policerecords@neptunepolice.org

MUNICIPAL COURT:

- Paying tickets
- All bills can be paid online

- To pay a ticket online, please visit WWW.NJMCDIRECT.COM. The court code is 1334.
- Other payments may be mailed to Neptune Township Municipal Court at PO Box 1125, Neptune, NJ 07754.

VITAL STATISTICS:

- The office of Vital Statistics has put in place the following emergency procedures. All requests for Birth, Death, and Marriage Certificates can be ordered online through Vitalchek from our website at neptunetownship.org for an additional fee.

- To order vital records online please visit: https://www.vitalchek.com/vital-records/new-jersey/neptune-township?click_id=981785152559448066&pc=0
- To download the Birth, Marriage, or Death .pdf form please visit: <https://neptunetownship.org/sites/default/files/documents/Community/Corrected%20Birth%20Application.pdf>
- To download the instructions for obtaining a Marriage License please visit: https://neptunetownship.org/sites/default/files/documents/VitalStats/instructions%20for%20marriage%20license_vital%2008.pdf
- To download the Application for a Marriage License please visit: <https://neptunetownship.org/sites/default/files/documents/VitalStats/App%20for%20Marriage%20License%20Filable.pdf>
- 2021 Dog License Application: <https://webgeo.co/prod1/portal/portal.jsp?c=46639958&p=554363826&g=554731521>

RECREATION:

- Recreation Calendar
- Youth and Adult Program Information
- Online Registration
- Field Use Permits

- **Visit** <http://neptunetownship.org/departments/recreation>
- Register online at Community Pass <https://register.communitypass.net/NeptuneTownship>
- For more information, please call 732-869-1202 for more information.

CLERK'S OFFICE:

- Residential Handicap Parking Spaces
- Registering to Vote
- O.P.R.A Requests
- Bingo & Raffle Licenses
- Block Party Permits

- For a residential handicap parking space application, visit www.neptunetownship.org , and select "Forms & Applications" on the main page. You will find it under "Clerks Office"
- To register to vote, go to https://www.monmouthcountyvotes.com/wp-content/uploads/2018/08/68-voter-registration-english-monmouth_2018-08.pdf
- For Public Information Requests (OPRA), visit www.neptunetownship.org , and select "Forms & Applications" on the main page. You will find it under "Clerks Office"
- For Bingo & Raffle licenses, visit www.neptunetownship.org , and select "Forms & Applications" on the main page. You will find it under "Clerks Office"
- For Block Party Permit Applications, visit www.neptunetownship.org and select "Forms & Applications" on the main page. You will find it under "Clerk's Office"
- For more information, please call 732-988-5200 Ext. 235

CONSTRUCTION DEPARTMENT & CODE ENFORCEMENT

- Forms / Applications
- Permits

- For UCC Construction application forms, please visit <https://www.nj.gov/dca/divisions/codes/resources/constructionpermitforms.html>
- For Neptune Township Construction forms, please visit www.neptunetownship.org, and select "Forms & Applications" on the main page. You will find it under "Construction"
- For Code Enforcement forms, please visit www.neptunetownship.org, and select "Forms & Applications" on the main page. You will find it under "Code Enforcement"
- To submit online applications for Code Enforcement, please visit <https://webgeo.co/prod1/portal/portal.jsp?c=46639958&p=355657208&g=355657210>
- For more information, please call 732-988-5200 Ext. 260 or email inspections@neptunetownship.org

<p>HUMAN RESOURCES</p> <ul style="list-style-type: none"> • Job vacancies / employment applications / Property Damage Claims (Tort Claims) 	<ul style="list-style-type: none"> • Visit www.neptunetownship.org and click on the “Employment Opportunities” link on the left hand side of the main page • For Property Damage Claim Forms (Tort Claim), please visit www.neptunetownship.org, and select “Forms & Applications” on the main page. Email completed forms to soppegaard@neptunetownship.org • For more information, please call 732-988-5200 Ext. 230 or email soppegaard@neptunetownship.org
<p>ENGINEERING:</p> <ul style="list-style-type: none"> • Inquire on Status of Permit 	<ul style="list-style-type: none"> • Visit www.neptunetownship.org and on the main page select “Forms & Applications” on the main page. You will find all forms under “Engineering” <i>Mail applications to: 2201 Heck Ave, Neptune NJ 07753- ATTN: Engineering Dept.</i> • For the services listed on the left, please call 732-897-4162 Ext. 200 or email pvalentine@neptunetownship.org • You may also visit www.neptunetownship.org/engineering
<p>LAND USE DEPT.</p> <ul style="list-style-type: none"> • Submitting / Dropping off Land Development Application and Plans (New Projects or Revised Plans) / Pre-Application Meetings / Escrow and Development Fee Calculations • Planning and Zoning Department forms • Tree Removal Permit / Street Opening Permit / Grading Permit / Certified 200 Foot Property Owner’s List 	<ul style="list-style-type: none"> • Please be advised that during this time, any application for the Land Use Department may be dropped at our drive-up window typically used for tax payments • Please contact the Land Use Department at 732-988-5200 Ext. 278 • For Zoning Inquiries, please contact 732-988-5200 Ext. 217 or email gwaterman@neptunetownship.org • For forms & applications for Land Use & Zoning, visit www.neptunetownship.org and select “Forms & Applications” from the main page • For Planning Board & Zoning Board Questions, please call 732-897-4162 Ext. 204 or email kdickert@neptunetownship.org

**HISTORIC PRESERVATION COMMISSION
(HPC)**

- Applications
- Guidelines

- Applications for HPC can be found on our website at www.neptunetownship.org, click on “Forms and Applications” and you will find all information pertaining to HPC.
- For further questions, please call 732-988-5200 Ext. 236

RENT LEVELING BOARD

- Capital Improvement
- Hardship Application
- Tenant Complaint Form
- Landlord Form
- Vacancy Decontrol Form

- All forms for the Rent Leveling Board, please visit www.neptunetownship.org and on the home page, select, “Forms and Applications” and under this page, you will find it under “Rent Leveling Board”

LIBRARY

- Rosetta Stone
- EBSCO is an online research platform
- Jersey Clicks is an online research platform
- Overdrive E-content platform
- Hoopla Digital E-content and streaming service
- NY Times Access

- Rosetta Stone
<http://search.ebscohost.com/login.aspx?authtype=cpid&site=rosetstone&return=y&custid=cjrlc085>
- EBSCO
<http://search.ebscohost.com/login.aspx?authtype=cpid&custid=cjrlc082&group=remote>
- Jersey Clicks
https://www.njstatelib.org/services_for_libraries/statewide_services/jerseyclicks/
- Overdrive
<https://elibrarynj.overdrive.com/>
- Hoopla Digital
<https://www.hoopladigital.com/>
- NYTimes Access
https://www.nytimes.com/subscription/redeem?campaignId=6UYUL&gift_code=1581bd561f65e94a

MISC.

- Lighting Issues
- Citizen complaint form

- To report a street light problem, please visit https://www.firstenergycorp.com/service_requests/report-lighting-problem.html
- To report any issues in town, please fill out our resident complaint form here.
http://neptunetownship.org/sites/default/files/documents/Resident%20Concerns%20Form_0.pdf
- For any further questions, please call 732-988-5200 Ext. 231