





VCS Software

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## Public Notices

2025 Domestic Violence Response Team Recruitment

2024 Accreditation Public Notice

2024 Youth Academy Application

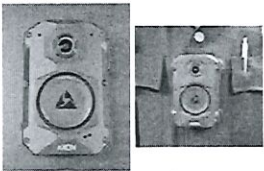
Drug Testing Policy

Dealing with the Immigrant Community

Personnel Early Warning System

SART Volunteer Recruitment

Mobile and Body Worn Camera Public Statement



Click each picture to enlarge

## Press Releases

L.E.A.D Program Implementation

Manalapan Township Police Seeks Domestic Violence Response Volunteers

Accreditation Assessment

old.

LINK BROKEN

2018

## Quick Links

Pay a Summons

Register an Alarm System

is there an update for 2025

any updates <sup>ok per 12/1</sup> 5/12/2018

any updates <sup>ok per 12/1</sup> 9/9/16

any updates <sup>ok per 12/1</sup> 10/2019

any updates <sup>ok per 12/1</sup>

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## Quick Links

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DOES NOT WORK

last update 4/28/2022



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| Photos            | Uniform Crime Report           | Police Reports                 | Homeland Security         |
| News & Alerts     | Operations Division            | Accident Reports               | Identity Theft            |
| Amber Alerts      | Uniformed Patrol Bureau        | Criminal Complaints            | Contact Us                |
|                   | Detective Bureau               | OPRA                           | Submit a Confidential Tip |
|                   | Domestic Violence Crisis Team  | Community                      |                           |
|                   | DARE/Explorers                 | Child Car Seats                |                           |
|                   | Recruitment                    | House Checks                   |                           |
|                   |                                | Prescription Medicine Drop Box |                           |
|                   |                                | Megan's Law                    |                           |

News & Alerts  
Amber Alerts

does not work

## SART Volunteer Recruitment

The 180 Turning Lives Around Program offers services to survivors and their families affected by domestic violence and sexual assault. 180NU has advocate programs in which civilian members of the community volunteer to provide confidential support and advocacy for the survivors. Volunteer advocates on the Domestic Violence Response Team (DVRT) and the Sexual Assault Response Team (SART) are an essential part of the empowerment process for survivors and their families. Members of the DVRT assist survivors in safety planning, legal rights, counseling and various other support services. Members of the SART provide emotional support, accompaniment during medical examinations, and criminal justice system procedures and service referrals. Interested applicants can see further information on the attached flyers. Training for each program will be provided to each successful applicants.

For more information, please contact [contact@hensley.com](mailto:contact@hensley.com) or visit [www.180nj.org](http://www.180nj.org)

update

Volunteers Needed Information Sheet

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not listed  
under reports

## Traffic Complaints

## Traffic Complaints

The Manalapan Township Police Department is committed to addressing any traffic concerns our residents have. To report a new or ongoing traffic issue to our Traffic Safety Officers, please email them at [traffic@manalapanpolice.org](mailto:traffic@manalapanpolice.org)

If the situation is emergent or requires an immediate response, please call 732-446-4300 to report the incident, as the email is not continuously monitored.

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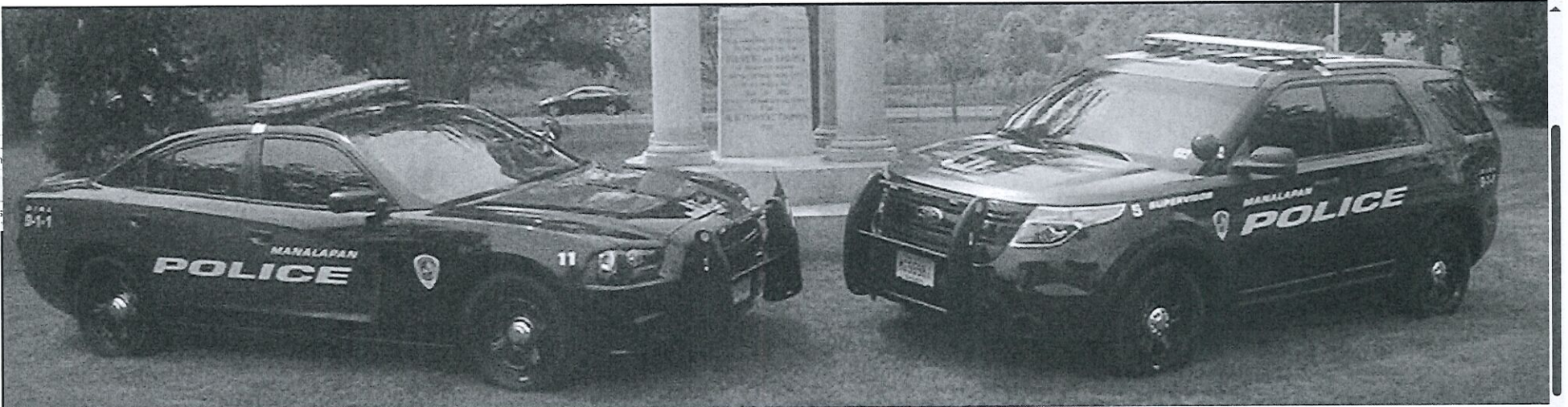
Submit a Confidential Tip

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## About The Department

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The Police Department is broken up into two divisions and then into various bureaus, platoons, and units.

The two divisions within the agency are the Operations Division and the Administrative Division.

The Operations Division, which includes Patrol and Investigations, is commanded by Deputy Chief Michael Hoppock, can be contacted directly by phone at (732) 446-3879 or by email at [mhoppock@manalapanpolice.org](mailto:mhoppock@manalapanpolice.org). The Administrative Division, which is responsible for the numerous duties that are not directly associated with the Patrol or Investigative functions of the agency, is commanded by Captain Richard Gallo. Captain Richard Gallo can be contacted directly by phone at (732) 446-4393 or by email at [rgallo@manalapanpolice.org](mailto:rgallo@manalapanpolice.org)

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## Mission Statement

The Manalapan Township Police Department's mission is to work in partnership with the community to provide services, enforce the law, preserve the peace, reduce crime and the fear of crime and enhance the quality of life within our community.

## Vision Statement

The administrative and operational philosophies and work processes of the Manalapan Township Police Department will involve every employee of the agency in an effort to continually improve public confidence by strengthening and expanding our partnership with the community, by maintaining and improving upon established professional standards and promoting personal and professional growth for our employees. The Manalapan Township Police Department will employ a process of self-evaluation and strive to follow best practices in law enforcement.

## Values Statement

- Excellence** – The Manalapan Township Police Department will strive to continually achieve and exceed the highest standards through our education, our training, our relationships with our community, our police recruitment and our overall performance. We do this to better serve our community. This level of excellence will contribute to the overall concept that Manalapan Township is a "Great place to live".
- Professionalism** – The Manalapan Township Police Department is committed to providing the gold standard of professionalism and service to our community by utilizing each officer's skills, knowledge and judgement to ensure a level of conduct and demeanor that exceeds what our community expects from their police department. Our officers will go above and beyond in the performance of their duties and cement our department's role as leaders in our community.
- Integrity** – The Manalapan Township Police Department will serve our community with honesty, transparency, and impeccable moral principles from every officer in our police department, both on duty and on our time off. Our officers will maintain a strict adherence to the rules and policies set forth at the municipal, county, state and federal levels and conduct ourselves in a manner that leaves no questions regarding our remarkable trustworthiness and strong moral foundations.

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## Accreditation

The Commission on Accreditation for Law Enforcement Agencies (CALEA) is an international body of Law Enforcement professionals who have established over 400 standards on all facets of law enforcement management, operations, and support functions that represent best practices for Law Enforcement.

Agencies then voluntarily enter the program to become accredited thereby demonstrating their commitment to professional excellence. In order to achieve accreditation agencies must ensure policies and practices meet the level of professional excellence prior to independent trained assessors evaluating the agency to ensure that they are in compliance with all of the standards.

Manalapan was the first municipal law enforcement agency in Monmouth County to achieve this recognition in March of 2010. Once accredited, an agency must maintain the same level of professionalism and is subjected to a re-evaluation by trained assessors every three years. In April of 2018, the Manalapan Township Police Department was re-certified by the New Jersey State Chief's of Police Association as an Accredited Agency

*put most recent date.*

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Until 1970, the Township of Manalapan had police services provided by the New Jersey State Police. In April of 1970, Thomas Wallace was appointed as the first Chief of Police in Manalapan Township. At that same time, several other police officers from nearby towns formed the Manalapan Township Police Department, which was headquartered in "the barn," located on Wickatunk Road, just off of Route 9. In 1975, when the State Police vacated the Tennent Barracks (now the Manalapan Senior Center), the newly formed police department moved their headquarters to the old State Police Barracks. The department remained in that building until the current municipal complex was built in 1983.

In 1990, with the retirement of Thomas Wallace, the first Chief of Police, Jimmie Potts, lead the department until 1997 when Jack McCormack became the third Chief of Police for Manalapan Township. When Chief McCormack accepted a position as the Director of the Monmouth County Police Academy in 2003, the leadership of the department was transferred to Chief Stuart Brown who ran the department until his retirement in December of 2010.

The department was led by Chief of Police, Louis Moreto from the retirement of Chief Brown until his retirement on May 1st, 2012. The department was then led by Chief Christopher Marsala, a 25 plus year law enforcement veteran of the department and resident of Manalapan Township, who retired March 31, 2016. Chief Michael Fountain retired on January 31, 2021, after serving with the department for 27 years. Chief Edward Niesz was sworn in on February 1, 2021 and is the current leader of the 56 member organization.

Add Lenny

The mission of the department to work in partnership with the community and to provide services, enforce the law, preserve the peace, reduce fear, and enhance the quality of life within the community remains the same.

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# Uniform Crime Reports

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(UCR) this is in 2 places  
here and in Administrative  
2018-2021 reports  
Do not see 2022-2024 anywhere

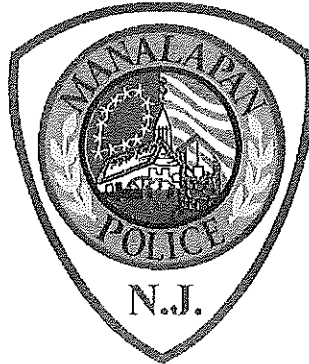
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# POLICE DEPARTMENT

## TOWNSHIP OF MANALAPAN

Michael Fountain  
Chief of Police



120 Route 522  
Manalapan, NJ 07726  
732- 446-4300  
FAX: 732- 446-2876

### Manalapan Township Uniform Crime Report Information for the calendar years 2014 through 2017

For more Uniform Crime Report Information Refer to:  
<http://www.njsp.org/ucr/crime-reports.shtml>

#### Manalapan:

| Year | Index | Violent Crime | Non Violent | Murder | Rape | Robbery | Aggravated Assault |
|------|-------|---------------|-------------|--------|------|---------|--------------------|
| 2014 | 320   | 20            | 300         | 0      | 0    | 9       | 11                 |
| 2015 | 252   | 15            | 237         | 0      | 0    | 7       | 8                  |
| 2016 | 457   | 27            | 430         | 0      | 4    | 4       | 19                 |
| 2017 | 450   | 13            | 437         | 0      | 2    | 3       | 8                  |

| YEAR | Burglary | Larceny | Motor Vehicle Theft | Arson | Estimated Population | Approximate Area in Miles | Density | Character | Manalapan Twp. Police Department Police Officer Breakdown |        |       |
|------|----------|---------|---------------------|-------|----------------------|---------------------------|---------|-----------|-----------------------------------------------------------|--------|-------|
| '14  | 50       | 229     | 21                  | 1     | 39,851               | 30.85                     | 1,292   | Suburban  | Male                                                      | Female | Total |
| '15  | 51       | 178     | 8                   | 0     |                      |                           |         |           | 54                                                        | 4      | 58    |
| '16  | 39       | 195     | 7                   | 0     |                      |                           |         |           |                                                           |        |       |
| '17  | 39       | 197     | 13                  | 0     |                      |                           |         |           |                                                           |        |       |

\* EQUAL OPPORTUNITY EMPLOYER \*  
[www.manalapanpolice.org](http://www.manalapanpolice.org)





|                  |           |                         |                   |                |                  |
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| Internal Affairs | Community | Permits & Registrations | Homeland Security | Identity Theft | Internal Affairs |
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# Administrative Division

The Administrative Division is commanded by Captain Richard Gallo. Captain Gallo can be contacted at (732) 446-4393 or by email at [rgallo@manalapanpolice.org](mailto:rgallo@manalapanpolice.org). This division oversees Communications, Records, Data Processing, Information Technology, Internal Affairs, Purchasing Equipment, and Firearms Licensing.

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## Communications Unit

Effective May 1st, 2012 the Manalapan Township Police Department entered into a shared service agreement with the Monmouth County Sheriff's Department to provide dispatching services. Our non-emergency number remains 732-446-4300 and all emergency calls should dial 911.

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## Records & Data Processing

Records and Data Processing Unit prepares and produces reports for distribution to public and private entities and handles any requests through the Open Public Records Act (OPRA).

The Records and Data Processing Unit also processes any request for a temporary New Jersey State Handicap placard. You must pick up this form at the Police Department.

→ or get online?

The Manalapan Township Police Records Unit can be reached at (732) 446-1714. The Records Unit is located in Manalapan Township, Town Hall directly next to the police department and personnel are available generally weekdays between 8:30 am through 4:30 pm. After receiving notification that your records request is available for retrieval please respond to obtain your requested records by 3:30 pm to allow for time to process and obtain your request. For any questions you may have please contact the phone number above.

Alarm Registration Form

Common Law Request Form

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In 2010 the agency entered into a shared service agreement with Freehold Township to manage the computers and technology within the department.

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## Internal Affairs

### What is the function of Internal Affairs Unit?

The Internal Affairs Unit is responsible for receiving, processing, and supervising internal affairs investigations that involve allegations of criminal conduct and acts of misconduct made against members of our agency. The Internal Affairs Unit ensures that allegations made against members of the Manalapan Township Police Department are thoroughly and objectively investigated to their logical conclusion. The Internal Affairs Unit maintains a comprehensive index of all complaints received which are submitted to the Monmouth County Prosecutors Office on a regular and annual basis.

### What does the Internal Affairs Unit do?

The Internal Affairs Unit has the responsibility to investigate all allegations of misconduct by members of the department, and to review and adjudicate all minor complaints, which are handled by supervisors.

### How do I file a complaint against an Officer or Employee of the Police Department?

Complaints will be accepted at any time in person at the Manalapan Township Police Department, which is located at 120 Rt 522, Manalapan NJ, 07726; by telephone at 732- 446-4300; by fax at 732-446-2876; by e-mail at [OIC@Manalapanpolice.org](mailto:OIC@Manalapanpolice.org), or by letter to the above listed address. You may review and utilize the Internal Affairs Civilian Complaint Information Sheet & Reporting Form, which is listed at the bottom of this page, during the complaint process. It is preferred, but not required that the complaint be made in person by the individual who is directly involved in the allegation against the Manalapan Township Police Department employee, so we can ascertain as much information as possible to effectively investigate the complaint.

### How are complaints investigated?

### How are complaints investigated?

Your Complaint will be sent to a specially trained internal affairs investigator who will conduct a thorough and objective investigation. You might be asked to help in the investigation by giving a detailed statement about what happened or by providing other important information. All complaints against law enforcement officers are thoroughly investigated and you will be advised in writing of the outcome. If our investigation shows that a crime might have been committed, the county prosecutor will be notified and you might be asked to testify in court. If our investigation results in an officer being charged with a violation of department rules or regulations, you might be asked to testify in a departmental hearing. If our investigation shows that the complaint is unfounded or that the officer acted properly, the matter will be closed. All disciplinary hearings shall be closed to the public unless the defendant officer requests an open hearing.

### Do any other agencies investigate complaints made against the Manalapan Township Police Department?

Yes, The Monmouth County Prosecutors Office conducts a review of any complaint that alleges a crime was committed.

### What happens when the investigation is concluded?

Once the investigation is concluded, you will be advised of the outcome in written form.

### Early Warning System

The Manalapan Township Police Department recognizes its responsibility to provide assistance to employees exhibiting substandard, unusual, or less than professional job performance attributable to reasons other than negligence or misconduct. When an issue or series of issues develop that lead supervisors to believe that an employee may need assistance, he/she has a duty and ethical obligation to provide assistance, advise, support and guidance to the effected employee.

Early Warning System

*affected*

issues develop that lead supervisors to believe that an employee may need assistance, he/she has a duty and ethical obligation to provide assistance, advise, support and guidance to the effected employee.

Early Warning System

### Important Links

Internal Affairs Civilian Complaint Information Sheet Reporting Form in English Printable Version  
Internal Affairs Civilian Complaint Information Sheet Reporting Form in Vietnamese Printable Version  
Internal Affairs Civilian Complaint Information Sheet Reporting Form in Tagalog Printable Version  
Internal Affairs Civilian Complaint Information Sheet Reporting Form in Spanish Printable Version  
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### Additional Links

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2022 Annual Internal Affairs Summary Report  
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Annual Internal Affairs Statistics 2022  
Annual Internal Affairs Statistics 2021  
Annual Internal Affairs Statistics 2020  
Annual Internal Affairs Statistics 2019  
Annual Internal Affairs Statistics 2017-2018  
Annual Internal Affairs Statistics 2015-2016

missing 2023 Annual IA Summary Rpt

## Uniform Crime Report *(current)*

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The department is required by the Federal Bureau of Investigation to compile crime statistic on eight offenses as follows: Murder, Robbery, Forcible Rape, Aggravated Assault, Burglary/Larceny, Motor Vehicle Theft, Arson

That information is usually published by the fifteenth of the month for the preceding month.

For the previous annual UCR Data refer to the "About the Department" link atop our web page.

UCR 2018-2021

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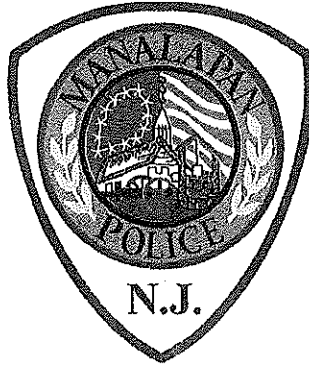
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# **POLICE DEPARTMENT**

**TOWNSHIP OF MANALAPAN**

**Edward Niesz**  
Chief of Police



120 Route 522  
Manalapan, NJ 07726  
732- 446-4300  
FAX: 732- 446-2876

## **Manalapan Township Uniform Crime Report** **Information for the calendar years 2018 through 2021**

***Can be located by clicking on the below New Jersey State Police  
Uniform Crime Report website.***

<http://www.njsp.org/ucr/crime-reports.shtml>

## Operations Division

Uniformed Patrol Bureau

Detective Bureau

Domestic Violence Crisis Team

DARE/Explorers

The Operations Division, which includes Patrol and Investigations, is commanded by Deputy Chief Michael Hoppock. Deputy Chief Hoppock can be contacted directly by phone at (732) 446-3879 or by email at [mhoppock@manalapanpolice.org](mailto:mhoppock@manalapanpolice.org). There are many diverse responsibilities within the Operations Division. The Operations Division can be viewed as the front line sworn personnel dealing with and serving the public.

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Uniformed Patrol Bureau

Detective Bureau

Domestic Violence Crisis Team

DARE/Explorers

## Uniformed Patrol Bureau

The Uniformed Patrol Bureau falls under the Operations Division and is the largest bureau in the organization. They respond to any citizen request for police assistance.

The Patrol Bureau has two platoons which allows the agency to staff the patrol function 24 hours a day, 7 days a week.

The platoons are each commanded by supervisors within the organization who collectively provide supervision for each of the platoons. The platoons are comprised of professional men and women who are responsible for carrying out the mission of the department and interacting with the public each day.

### Watch Commander

The Patrol Bureau is supervised by Lieutenant Kevin Dobbin and Lieutenant Michael Hoppock. The Watch Commanders can be reached by phone at 732-446-8390.

### Day Shift Platoon

The day shift platoon is supervised by a Manalapan Township Police Patrol Sergeant. The dayshift Sergeants can be reached by phone at 732-446-8390.

### Night Shift

The night shift platoon is supervised by a Manalapan Township Police Patrol Sergeant. The night shift Sergeants can be reached by phone at 732-446-8390 or 732-446-4300.

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Uniformed Patrol Bureau

Detective Bureau

Domestic Violence Crisis Team

DARE/Explorers

## Detective Bureau

The Detective Bureau is staffed by four Detectives and supervised by one Detective Sergeant.

The Detectives in the bureau can be contacted via phone as listed below or by emailing each detective. Their email address is the first initial of their first name followed by their entire last name @manalapanpolice.org.

Detective Sergeant Robert Herring, (732) 446-8396

Detective Jennie Hensley, (732) 446-8392

Detective Bryan Belardo, (732) 446-8388

Detective Joseph DeFilippis, (732) 446-8385

Detective Matthew Meyler, (732) 446-8387

Detective Douglas Zike, (732) 446-8389

In addition to investigating crimes the five Detectives have additional roles and responsibilities. Some of these responsibilities are as follows:

### ABC Officer

Responsible for Liquor License investigations and licensing applications.

### Bias Officer

Liaison between the department and the Monmouth County Prosecutor's Office Bias Crimes Unit.

### Crisis Negotiations

One Detective trained in Crisis Negotiations

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VCS Software

Detective Bureau | Manalapan

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https://manalapanpolice.org/operations/detective/

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## Crisis Negotiations

One Detective trained in Crisis Negotiations.

## Evidence Officer

Two detectives assigned as Evidence Officers and responsible for logging, maintaining, destroying and returning all items taken into evidence for the entire department.

## Juvenile Conference Committee Liaison

One detective who liaisons with the Juvenile Conference Committee for all juvenile cases brought before the committee.

## Child Abuse/Neglect Officer

One detective who is the liaison between the department and the Monmouth County Prosecutor's Office Child Abuse and Sex Crimes Unit.

## Gang Activity & Gang Intelligence Officer

One detective who maintains all the intelligence for the department regarding individuals in or associated with any recognized gang and liaisons with the Monmouth County Prosecutor's Office Gang Unit.

## Megan's Law Officer

Two detectives (one main and one assistant) who is responsible for registering, and maintaining files on, local convicted sex offenders.

## Narcotics Officer

Detectives who investigate drug activity and liaisons with the Monmouth County Narcotic Strike Force for narcotic investigations within the Township.

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Domestic Violence Crisis Team

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Uniformed Patrol Bureau

Detective Bureau

Domestic Violence Crisis Team

DARE/Explorers

## Domestic Violence Crisis Team

The Manalapan Township Police Department is proud to provide an additional community resource for victims and families of domestic violence. The team is part of a collaborative effort with 180 Turning Lives Around to assist victims and if necessary their children at Manalapan Police Headquarters.

Highly trained volunteers provide emotional support and valuable information during this difficult time. Manalapan Township was one of the first municipalities in the state to have its own Domestic Violence Response team, and have counseled countless victims of domestic violence over the years. After passing a background check and completed the required training, volunteers are accepted throughout the year.

If you are interested in becoming a volunteer, please contact the Domestic Violence Team Liaison, Detective Jennie Rae Hensley at (732)446-8392 or by email at [jhensley@manalapanpolice.org](mailto:jhensley@manalapanpolice.org). Additional information about domestic violence and other related topics can be found at the 180 Turning Lives Around website.

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| Memorials         | Internal Affairs               | Domestic Violence Complaints | Fingerprints              |

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Successor?

Uniformed Patrol Bureau

Detective Bureau

Domestic Violence Crisis Team

DARE/Explorers

CADETS

## DARE

Due to staffing shortages within the police department the DARE program and all of the DARE related prgrams and activities have been temporarily suspended. We apologize for any inconvenience this may have caused.

## Police Explorers CADETS

The Manalapan Township Police Department Police Explorer Program is available for high school age township residents; please call (732)446-4300 to speak to an Explorer Advisor or for more information on this program refer to their website at [manalapanpoliceexplorers.org](http://manalapanpoliceexplorers.org) for events and information on joining.

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Identity Theft



# Resources

- FBI 10 Most Wanted
- NJ 12 Most Wanted
- NJ Homeland Security
- Victim Witness Services
- Emergency Management
- Monmouth County Prosecutors Office
- New Jersey Sex Offender Database
- Black Bear Facts

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Feedback

The Manalapan Township Police Department is proud to work with and serve our community to reduce crime and mitigate the fear of crime. We strive to provide the finest law enforcement services to our residents, businesses, vendors, and visiting population. In that interest, we value your feedback and offer you the opportunity to directly contact our command staff by using the Submit Departmental Feedback link in the sidebar - your comments and feedback will be anonymous unless you desire to include contact information. We, the Manalapan Township Police Department, value your comments and we thank you for taking the time to visit our website and provide us with your sentiments.

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## Commend an Employee

## Commend an Employee

## Submit a Conduct Complaint

Submit Departmental Feedback

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|                   | Detective Bureau               | OPRA                       | Submit a Confidential Tip |
|                   | Domestic Violence Crisis Team  | Community                  |                           |

# Submit a Conduct Complaint

Comment an Employee

Submit a Conduct Complaint

Select Language

Powered by Google Translate

Submit Departmental Feedback

## Manalapan Police: Complaint Form

Name

First

Last

Address

Street Address

Address Line 2

City

State / Province / Region

Country

Postal / Zip Code

Home

###

###

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Work

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## Feedback

Manalapan Police: Departmental Feedback

### Commend an Employee

**Submit a Conduct Complaint**

**Submit Departmental Feedback**

**Please enter your feedback below:**

Submit

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## Submit a Confidential Tip

### Manalapan Police: Tip Form

**\*PLEASE NOTE:** The online tip line is not monitored 24/7 if you need immediate assistance please call 9-1-1 for emergencies or (732)446-4300

Thank you for your assistance in our efforts to reduce crime and the fear of crime in Manalapan.

We appreciate your taking the time to provide us with information that may help us in our efforts to improve the quality of life in Manalapan.

Please include as much detail as possible surrounding your police "tip"; to include dates/times, offense committed, location street address etc. suspect information to include name (nickname), height, weight, gender, race/ethnicity, age, clothing description, glasses and any contact information if available, etc.

Please be as descriptive as possible in providing us information, so our investigators can effectively follow up on the tip that you provide. Please also indicate if you would or would not like to be contacted by our agency.

Your "tip" is anonymous and provides our agency no return information. We will be unable to contact you unless you provide your contact information, which is not required.

Thanks again for your assistance.

TIP:

OPTIONAL: Enter your contact information (phone, email or other):

## Online Reporting

In a continued effort to keep first responders and the public safe from the COVID-19 virus we are asking citizens to use increased discretion when seeking police services. If you have a situation that can be resolved over the phone by speaking to an officer, please call 732-446-4300, or use the options below to report your incident and an officer will follow up with you.

**POLICE REPORTS:** We will now be temporarily accepting reports via the phone and through this online portal. In the event of an emergency as always DIAL 911. We will continue to respond to emergencies and serious crime calls.

To report a nonviolent crime or incident, please click the appropriate form below:

- Theft Report Under \$200.00
- Report Vandalism, Litter, and Graffiti
- Noise Complaints
- Lost Property Report
- Property Damage
- Harassing Phone Calls, Emails, or Text Messages

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## Reports

- Police Reports
  - Accident Reports
  - Criminal Complaints
  - Open Public Records Act
- Police reports are obtained at the records window from 8:30 am to 4:30 pm and can be reached at (732)446-1714. The Records and Data Processing Unit is located in the Manalapan Township Municipal Building directly next to the Police Department. After receiving notification that your records request is available for pick up please respond to the Records Data Processing office by 3:30 pm to allow time for your paperwork to be retrieved. If you have any questions please contact us at the phone number above.
- Depending on the type of report requested, identification may be required from the person picking up or requesting the report. Please keep in mind that generally police reports are not available for 5 business days from the date of occurrence.

The Records and Data Processing Unit prepares and produces reports for distribution to the public and private entities and also handles any requests through the OPEN PUBLIC RECORDS ACT, (OPRA).

The Records and Data Processing Unit also processes any request for a Temporary New Jersey State Handicap Placard. You must pick up this form at the Records Unit, and appropriate documentation will be required.

## Criminal Complaints

- People wishing to sign private complaints are required to fill out a probable cause affidavit.
- If the court does not deem that there is probable cause for the charge, the complaint will not be served.
- A police officer or the court can explain this process to the complainant.

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## Accident Reports

These reports can also be accessed on line 24 hours a day seven days a week online through Carfax.

Get an accident report now. >

Accident reports can also be obtained through the Records and Data Processing unit

This unit is open from 8:30 pm to 4:30 pm, Monday through Friday (except holidays).

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|                   |                   | Detective Bureau               | OPRA                       |                           |

# Criminal Complaints

Police Reports  
Criminal complaints by private citizens are normally handled by the Municipal Court.

Accident Reports  
People wishing to sign private complaints are required to fill out a probable cause affidavit.

Criminal Complaints  
If the court does not deem that there is probable cause for the charge, the complaint will not be served.

Open Public Records Act  
A police officer or the court can explain this process to the complainant.

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-Where a legal determination must be made as to whether records are "public records" as provided by law, the request will be reviewed by the Municipal Attorney.

-The term "public records" generally includes those records determined to be public in accordance with N.J.S.A.47:1A-1. The term does not include employee personnel files, police investigation records, or other matters in which there is a right of privacy or confidentiality or which is specifically exempted by law.

In order to get any records under the Open Public Records Act:

If you would like to Request Public Information under OPRA please see the Manalapan Township Website at MTNJ.ORG for the Municipal Clerks page or specifically at <http://mtnj.org/residents/applications/> for the OPRA Form you can contact the Municipal Clerk's Office at (732)446-8315.

Manalapan Township Police Department  
Records Unit  
120 Freehold Road  
Manalapan, NJ 07726

120 Route 522

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## Community

Children's Car Seat Inspection

House Checks

Prescription Medicine Drop Box

Megan's Law

The Manalapan Township Police Department is proud to serve the residents of Monmouth County.

The department is currently staffed with fifty five sworn officers which is supplemented by a civilian staff of three full time employees. Together they provide professional law enforcement services to the community.

The Manalapan Township Police Department is dispatched by the Monmouth County Sherrif's Department Communications through either 9-1-1 or the direct police phone (732) 446-4300.

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Contact Us

# House Checks

The department no longer conducts this service due to current staffing levels. Please remember that if you have an alarm system in your home, you must register it yearly here.

Child Car Seats

House Checks

Prescription Medicine Drop Box

Megan's Law

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|                   | Detective Bureau               | OPRA                       |                           |

## Prescription Medicine Drop Box

## Child Car Seats

## House Checks

**Presbyterian Welfare Council**

Megan's Law

[Click here for project medicine drop box information](#)

The Township provides a safe place to discard old/unused prescription medication in the lobby of the Municipal Building located at 120 Route 522 and Taylor Mills Road. This is a service available to our residents, this bin/collection site is not for commercial use, medical facilities are not to use this service in accordance with DEA regulations. If you have any questions regarding this service please refer to the LINK above.

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|               |                   | Domestic Violence Crisis Team  |                            |                           |

Megan's Law

### Child Car Seats

Megan's law provides for the classification and registration of convicted sex offenders.

## House Checks

The offenders are classified into three tiers with the most serious offenders requiring community notification.

Prescription Medicine Drop Box

The registration of these offenders is normally conducted within the detective bureau.

Megan's Law

For more information, please go to the New Jersey State Police website.

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## Permits & Registrations

This section is designed to provide you with forms that are needed for various permits and registrations to include Firearms permits and Handicap permits.

## Criminal History Records

Do not use this link unless directed to by the Manalapan Township Police Department (ORI#NJ0132600)  
<http://www.njportal.com/njsp/criminalrecords/>

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Firearms Permits

Temporary Special Parking

Alarm Registration

Fingerprints

## Firearms Permits

In order to obtain a Firearms Identification Card and/or Firearm, you must meet the eligibility requirements and comply with the Statutes that govern firearms purchases in the State of New Jersey. Additional firearms information is available at the New Jersey State Police Website [www.nj.gov/gov/njsp/](http://www.nj.gov/gov/njsp/) or through reviewing the New Jersey Firearms Law: N. J. S. A. Title 13 Chapter 54.

All Firearms applications for residents of Manalapan Township is handled through the Police Department's Firearms Licensing Unit staffed by the Firearms ID Officer: Lieutenant Lloyd Drucker (Ret.), supervised by the Administration Division Captain Thomas Mantle. For questions regarding firearms applications please contact Lieutenant Lloyd Drucker, (Ret.) by email at [firearmsreg@manalapanpolice.org](mailto:firearmsreg@manalapanpolice.org), or call the office at (732) 446-8372 E-mails are returned on a weekly basis.

update

### APPLICATION INSTRUCTIONS

The Manalapan Township Police Department now accepts online applications for Firearms Identification Cards and Handgun Purchaser Permits. All Manalapan Township residents must enter the ORI number NJ0132600

Use proper names only on your application and when being fingerprinted. Do not use names such as Mike instead of Michael or Tom instead of Thomas. Do not hyphenate your name if it is not your legal name and reflected on other legal documents such as a driver's license.

Applications that are not accurate will not be processed.

If you are not a resident of Manalapan Township you must contact the NJ municipality where you reside to find out their application process.

1. Please make sure that you provide a current phone number on the online application. Cell phone numbers are usually the best form of communication and will be utilized for any application inquiries

**Please visit the web site [www.njportal.com/NJSP/fars](http://www.njportal.com/NJSP/fars) and complete the online application. Manalapan ORI # NJ0132600**

Circumstances that will delay the processing of your application:

1. Failure to be fingerprinted when applicable
2. Failure to submit payment to Manalapan Twp as stated in #3 above
3. Incorrect e-mail address for reference, or lack of response by references
4. Incomplete or inaccurate information on application

All Carry Permits expire after two years. If your original CCW was not completed electronically you will apply for an initial CCW. If it was completed electronically you will apply for a renewal of your permit. Make sure you upload all the documentation requested

was completed electronically you will apply for a renewal of your permit. Make sure you upload all the documentation requested during the application process, and your CCARE qualification is within 24 months of the initial approval date. If qualification is older than 2 years you will have to re-qualify. Make sure you upload proof of qualification and the instructors certification. After applying place check or money order written to Manalapan Twp for \$150 in the firearms payment drop box located outside the front door of the municipal building (24/7).

Please also inform your references that they will receive a call from 732-446-8372.

## PERMIT TO CARRY (Click Here)

### Additional Helpful Firearms Identification Links:

- [Additional Permit to Carry Information](#)
- [New Jersey Firearms Laws](#)
- [Frequently asked questions for firearms identifications](#)
- [Firearms Information Forms to Download](#)

# Temporary Special Parking

The Records Unit processes any request for a temporary New Jersey State Handicap placard.

The application for Special Parking Permits can be downloaded here and brought to records with the required certification.

[Special Parking Permit Application](#)

- Firearms Permits
- Temporary Special Parking**
- Alarm Registration
- Fingerprints

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# New Jersey Motor Vehicle Commission

Special Plate Unit  
P.O. Box 015  
Trenton, New Jersey 08666-0015  
888-486-3339 (NJ Toll Free)  
609-292-6500 (Out-of-State)

STATE OF NEW JERSEY

## APPLICATION FOR TEMPORARY PLACARD

☐ INITIAL APPLICATION    ☐ RECERTIFICATION APPLICATION\*    ☐ \$4.00 fee (payable to NJ MVC) attached.

### SECTION A: APPLICANT INFORMATION

Name of Applicant: \_\_\_\_\_ Temporary Placard No: \_\_\_\_\_ (for recertification\*)  
Street Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Driver License Number: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Ht: \_\_\_\_\_ Wt: \_\_\_\_\_

### SECTION B: MEDICAL PRACTITIONER'S CERTIFICATION

Name of Medical Practitioner: \_\_\_\_\_ Street Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_ Telephone number: \_\_\_\_\_  
National Provider Identification No: (NPI #): \_\_\_\_\_ (required)

By law, eligibility for a Temporary Placard is limited to persons who have temporarily lost the use of one or more limbs, are temporarily disabled so as to be unable to ambulate without the aid of an assisting device, or whose mobility is otherwise temporarily limited. *(NO OTHER PERSON IS ELIGIBLE FOR A TEMPORARY PLACARD).*

I certify, under penalty of law, that my patient (print name) \_\_\_\_\_ has been personally examined by me and meets the eligibility criteria as specified above and thus meets the requirements for the receipt of a Temporary Placard.

Signature of Medical Practitioner \_\_\_\_\_ Date \_\_\_\_\_

### SECTION C: TERMS AND CONDITIONS

1. Pursuant to N.J.S.A. 2C:21-4(a), N.J.S.A. 2C:43-3, and N.J.S.A. 2C:43-6, making a false statement or providing misinformation on an application to obtain or facilitate the receipt of license plates or placards for persons with disabilities is a fourth degree crime and a person who has been convicted of this offense may be subject to pay a fine not to exceed \$10,000 and a term of imprisonment of up to 18 months.
2. The temporary placard must be displayed on the rearview mirror of the vehicle whenever such vehicle is parked in a designated wheelchair symbol parking space and must be removed when the vehicle is in motion.
3. The Motor Vehicle Commission requires the applicant to be recertified by a qualified medical practitioner to extend the temporary placard.\*
4. Temporary placards are to be used exclusively for the person named on this application. The placard is nontransferable and will be revoked if used by any other person. If the temporary placard is no longer used by the person named on the application, it must be returned to the issuing Police Department.
5. \* The temporary placard is valid for no longer than 6 months from the date of issue and **can only be recertified once**, for a period not to exceed 6 months.

BY SIGNING BELOW, I AGREE WITH THE TERMS AND CONDITIONS OF THIS APPLICATION.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FOR USE BY POLICE CHIEF

CHIEF SIGNATURE \_\_\_\_\_ MUNICIPALITY \_\_\_\_\_ ☐ FEE PAID

TEMPORARY PLACARD # \_\_\_\_\_ ISSUE DATE \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_



For any additional criminal history background questions, please visit the following New Jersey State Police link  
[www.njsp.org/about/servchre.html#background](http://www.njsp.org/about/servchre.html#background).



## Identity Theft

Identity Theft is one of the fastest growing crimes in the country.

**Please see the following links for more information:**

[www.njsp.org/tech/identity.html](http://www.njsp.org/tech/identity.html)

The Internet Crime Complaint Center (IC3) is a partnership between the Federal Bureau of Investigation (FBI) and the National White Collar Crime Center (NW3C), funded in part by the Bureau of Justice Assistance (BJA).

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|                   |                                |                            |                           |
|-------------------|--------------------------------|----------------------------|---------------------------|
| About             | Administrative Division        | Citizen Feedback           | Permits & Registration    |
| Mission Statement | Communications Unit            | Commend an Employee        | Temporary Special Parking |
| Accreditation     | Records & Data Processing Unit | Submit a Conduct Complaint | Alarm Registration        |
| History           | Technology Unit                | Resources & Links          | Firearms Permits          |
| Memorials         | Internal Affairs               | Reports & Complaints       | Fingerprints              |
| Photos            | Uniform Crime Report           | Police Reports             | Homeland Security         |
| News & Alerts     | Operations Division            | Accident Reports           | Identity Theft            |
| Amber Alerts      | Uniformed Patrol Bureau        | Criminal Complaints        | Contact Us                |

Contact Us

**IF YOU ARE EXPERIENCING AN EMERGENCY DIAL 911**

The Manalapan Police Department can be reached by telephone at:

(732) 446-4300

The FAX number is:

(732) 446-2876

Police Department Headquarters is located in the Manalapan Township Municipal Building:

120 Route 522

Manalapan, NJ 07726

### Get Directions

**You may also contact via email:**

Operations Division Commander

Deputy Chief Michael Hoppock

Administrative Division Commander

Captain Richard Gallo