

## Replacing Important Documents Damaged in Hurricane Sandy (updated 11/16/2013)

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### County Connections

County Connections is a satellite office of Ocean County Government with staff who can help with the many agencies and services involved with important paperwork and other government services. Call 732-288-7777 or email [CountyConnection@co.ocean.nj.us](mailto:CountyConnection@co.ocean.nj.us)). The office is located at Ocean County Mall near JC Penney's, 1201 Hooper Avenue Toms River, NJ 08753. Services that County Connections can help with include:

Consumer Affairs	Notary Services
Senior Services	Health Screening & Services
Social Security Information	Ocean County College Programs
Job Search	Ocean County Library Services
Surrogate Services	Passport Applications
Veterans Services & Job Assistance	Government Directories

### Birth, Marriage, Divorce and Death Certificates Replacement

Vital Records      <http://www.vitalrec.com/>

NJ Dept of Health Vital records <http://www.state.nj.us/health/vital/index.shtml>

Divorce Decrees      Call the Superior Court of NJ Records Center 609-421-6100

The Office of Vital Statistics and Registry registers vital events and maintains the following vital records:

- Birth, marriage and death records back to 1901
- Domestic partnership records back to 2004
- Civil union records back to 2007

- Adoptions – foreign and domestic
- Certificate of Birth Resulting in Stillbirth data back to 1969

## Citizenship & Naturalization Papers Replacement

N-565, Application for Replacement Naturalization/Citizenship Document

<http://www.uscis.gov/n-565>

## Credit Cards

American Express	1-800-528-4800	
Discover	1-800-DISCOVER (1-800-347-2683)	TDD 1-800-347-7449
Master Card	1-800-MCAssist (1-800-622-7747)	
VISA	Contact issuing financial institution or 1-800-847-2911	

## Driver's License, Titles etc... Replacement

For individuals and businesses with motor vehicles and boats that were damaged or destroyed during Hurricane Sandy, they may find salvage title information at

<http://www.state.nj.us/mvc/Vehicle/SpecialVehicles.htm>

Instructions to replace/renew NJ license while out of state

<http://www.state.nj.us/mvc/pdf/Licenses/GU-11.pdf>

You can only get a duplicate license as a replacement if yours was lost, stolen or destroyed. You cannot drive until you receive the replacement license. Using it as a second or spare copy is prohibited. No driver may hold multiple copies of a permit.

### How to get a duplicate license

- Visit any MVC Agency; follow these special instructions <http://www.state.nj.us/mvc/pdf/Licenses/GU-11.pdf> if you are out of the state for an extended period and unable to appear in person
- Complete form BA-208 (call and ask for a copy)
- Pass the 6 point ID requirements <http://www.state.nj.us/mvc/Licenses/6PointID.htm>
- Pay the \$11 fee
- Stolen licenses should be reported to the police

NJ Motor Vehicle (609) 292-6500 out-of-state

(609) 292-5120 TTY(888) 486-3339 toll-free in NJ

Customer service available from 8:30 a.m. to 4:15 p.m., Monday through Friday.

## Income Tax Returns

IRS Request for Copy of Tax Return Form <http://www.irs.gov/pub/irs-pdf/f4506.pdf>

**Tip.** You may be able to get your tax return or return information from other sources. If you had your tax return completed by a paid preparer, they should be able to provide you a copy of the return. The IRS can provide a Tax Return Transcript for many returns free of charge. The transcript provides most of the line entries from the original tax return and usually contains the information that a third party (such as a mortgage company) requires. See Form 4506-T, Request for Transcript of Tax Return, or you can quickly request transcripts by using our automated self-help service tools. Please visit us at [IRS.gov](http://IRS.gov) and click on "Order a Transcript" or call 1-800-908-9946.

## NJ State Tax Returns

To order copies of your NJ return, call the New Jersey Division of Taxation at 609-292-6400 or for information go to [http://www.state.nj.us/treasury/taxation/obt\\_copies.shtml](http://www.state.nj.us/treasury/taxation/obt_copies.shtml) for information and a link to the request form

## Insurance Policies

Contact your local agent or company.

Motor Vehicle Insurers in New Jersey (Addresses, phone numbers, websites)  
[http://www.state.nj.us/dobi/division\\_consumers/insurance/autoinscontacts.htm](http://www.state.nj.us/dobi/division_consumers/insurance/autoinscontacts.htm)

Home (etc...) NJ Licensed Insurance Carriers (Addresses and phone numbers)  
<http://www.state.nj.us/dobi/data/inscomp.htm>

## Military Discharge Papers

Request Standard Form 180 (SF-180) from the following  
 Ocean County Veterans Service Bureau  
 Building #2 1027 Hooper Avenue, Toms River, N.J. 08754  
 Phone: (732) 929-2096 \*\*\* They can also help with obtaining replacement medals.

Or contact Ocean County Connections

Or <http://www.archives.gov/research/order/standard-form-180.pdf>

## Mortgage Papers

Contact lending institution.

### Navigating Post Disaster Mortgage Issues

<http://www.lsuagcenter.com/NR/rdonlyres/9E722187-CD6F-4AB0-8373-358B2B8DF592/25559/Pub2949FMortgageIssuesFINAL.pdf>

In the wake of a natural disaster, homeowners who may have also lost income often face the daunting challenge of making monthly mortgage payments on badly damaged, perhaps destroyed residences. Find out what to do if you can't pay your mortgage. Includes information on SBA loans and mortgage and disaster insurance.

### **New Jersey State Bar Association**

Residents who cannot afford to pay an attorney can call the help line to request free legal assistance at 888-541-1900

### **Passports**

Obtain instructions and complete Form DS-64: Statement Regarding a Lost or Stolen Passport  
[http://travel.state.gov/passport/forms/ds64/ds64\\_845.html](http://travel.state.gov/passport/forms/ds64/ds64_845.html)

**OR** Ocean County Connections

### **Property Deeds**

Ocean County Clerk's Office, Deed Room 114, 118 Washington Street, Toms River, NJ 08754 will make free copies of property deeds for Hurricane Sandy survivors.

### **Saving Bonds / Notes**

Complete Form 1048: Claim for Lost, Stolen or Destroyed U.S. Savings Bonds  
<http://www.treasurydirect.gov/forms/sav1048.pdf>

For additional forms

<http://www.treasurydirect.gov/NC/FoRMSHome?FormType=SBF&site=indiv>

### **Social Security Cards**

**Important:** All documents submitted must be either originals or copies certified by the issuing agency. SSA cannot accept photocopies or notarized copies of documents.

You will need Form SS-5: Application for Social Security Card

<http://www.socialsecurity.gov/online/ss-5.pdf>

Follow the step by step instructions at <http://www.ssa.gov/ssnumber/>

**OR** call for information 1-800-772-1213 or TTY1-800-325-0778

**OR** Visit the local offices                      Open: MONDAY - FRIDAY:09:00 AM - 03:30 PM

Brick                      2620 YORKTOWNE BLVD, BRICK, NJ 08723

Toms River            190 ST CATHERINE BLVD, TOMS RIVER, NJ 08755

## **Voter Registration Cards**

Contact the Ocean County Election Board for replacement voter registration cards or if you need to register at a new address. Ocean County Election Board, 129 Hooper Ave, P.O.Box 2006. Toms River, NJ 08754-2006. Phone: (732) 929-2167 Toll free : 1-800-452-5254  
Email: [OCElectionBoard@co.ocean.nj.us](mailto:OCElectionBoard@co.ocean.nj.us)

## **Wills**

Contact the attorney who prepared it. If circumstances have changed, a new will may be appropriate.

**Many thanks to the LSU AgCenter website for their “Replacing Important Papers” sheet.**

<http://www.lsuagcenter.com/nr/rdonlyres/2c35c4e8-2146-4771-9b12-dba3d32b6f05/25556/pub2949cimportantpapersfinal.pdf>

Ocean County Library  
S. Stark / EJC  
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