

***Township of  
Parsippany-Troy Hills***

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***3339 Route 46  
Parsippany, New Jersey 07054  
(973) 263-4300***



***Police Department***

**GOOD CONDUCT LETTER INSTRUCTIONS**

1. Good Conduct Letter Request forms can be completed at the Parsippany Police Department (Records Section) OR completed on-line, but they **MUST** be submitted *in person* to the Records Section.
2. A copy of photo identification (driver's license, passport, etc.) must be provided.
3. The fee is \$10.00. Cash, check or money orders are accepted. The fee is payable upon drop off or pick up.
4. Special arrangements can be made if the Good Conduct Letter needs to be mailed to you.

***AN EQUAL OPPORTUNITY EMPLOYER***