

REQUEST FOR POLICE REPORT

Rio Dell Police Department
675 Wildwood Avenue
Rio Dell CA, 95562
707-764-5641 – Phone
707-764-2569 – Fax

In order to obtain a copy of a police report, please fill out this form as completely as possible. Submit/mail this form along with a \$15.00 processing fee to the Rio Dell Police Department. The information on this form will be reviewed and a determination will be made whether or not the report can be released. If the report (or portions thereof) is authorized for release, the releasable portion will be made available to you within ten working days, of the receipt of the request. If the report is not authorized for release the fee will be returned to you. Please note that certain types of reports, and certain portions of reports, are not authorized for release in many circumstances. Examples of reports that may not be released:

- Reports involving juvenile offenders and juvenile victims
- Reports that are subject to ongoing investigation
- Information within reports that would tend to reveal special investigative techniques
- Information within reports that would tend to reveal confidential sources of information or place witnesses or other involved parties at risk
- Reports that are being requested by a person that does not possess a need or right to have the information being requested
- Reports being requested by a person who is listed as a “suspect” in the report being requested

Date: _____ Name (of person requesting): _____

Involvement: _____

Address: _____ Phone: _____

Report Type (crime report, accident report, etc.): _____

Date of report: _____ Location of report: _____

Name or person(s) involved: _____

Case Number (if known) : _____ Officer who took report: _____

Payment received: Yes No

Type: Check Money Order Cash Other

Form reviewed by : _____ Date of review: _____ Case Number: _____

RELEASE

DO NOT RELEASE

Explanation: _____

Officer releasing report: _____ ID# _____ Date: _____

Report released to : _____ Additional information: _____