



CHICO POLICE DEPARTMENT

REQUEST FOR RECORDS



REQUESTOR'S CONTACT INFORMATION:		TYPE OF RECORD (CHECK ONE):
NAME	DATE OF BIRTH	<input type="checkbox"/> REPORT - \$6.00
ADDRESS	CITY/STATE/ZIP	<input type="checkbox"/> INCIDENT LOG - \$6.00
PHONE NUMBER		<input type="checkbox"/> OTHER (DESCRIBE IN DETAIL):
EMAIL		_____

DESCRIBE RECORD REQUESTED:		ADDITIONAL INFORMATION:
CASE NUMBER OR INCIDENT NUMBER (IF KNOWN)		
DATE OF INCIDENT	TIME OF INCIDENT	
LOCATION OF INCIDENT (ADDRESS/STREET AND CITY)		REQUESTING PERSON'S INVOLVEMENT:
NAME(S) OF INVOLVED IN THE INCIDENT		<input type="checkbox"/> Victim in case
		<input type="checkbox"/> Parent or Guardian of Involved Juvenile
		<input type="checkbox"/> Insurance Company Representative
DEPARTMENT USE ONLY		
PAYMENT INFORMATION:		OFFICE USE:
AMOUNT RECEIVED \$ _____ RECEIPT # _____		CPD NR NUMBER: _____
<input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> CREDIT / DEBIT CARD		Emp Initials _____ Date Received: _____
NOTE: Fees are waived for victims of domestic violence		
RECORD RELEASE DISPOSITION (Per the California Public Records Act Government Code 7923.600 et seq.)		
<u>RECORD RELEASE APPROVED</u> <input type="checkbox"/> Enclosed is the record you requested. <input type="checkbox"/> The record was not redacted. <input type="checkbox"/> The record has been redacted due to: <input type="checkbox"/> Privacy right of the individual(s) named. <input type="checkbox"/> Confidentiality right of individual(s) named. <input type="checkbox"/> To protect integrity of the case. Case/Incident #(s) Released: Released <input type="checkbox"/> In Person <input type="checkbox"/> By Mail <input type="checkbox"/> Placed at pick-up window – RP notified. Emp #: _____ Initial: _____ Date Ready: _____		<u>RECORD RELEASE DENIED OR PROHIBITED BY LAW</u> REASON FOR DENIAL <input type="checkbox"/> No Record of Report <input type="checkbox"/> Criminal Investigation – 7923.600-625 Government Code <input type="checkbox"/> Other: _____ Emp ID#: _____ Initial: _____ Date: _____

YOU MAY EXPEDITE YOUR REQUEST BY CLICKING THE FOLLOWING LINK: <https://cityofchicoca.nextrequest.com/>