



# ARVADA POLICE DEPARTMENT



## Request for Police Information

Due to the number of requests submitted, we are not able to process your request immediately

*Our goal is to complete all copy requests within 5 to 7 days of receiving written requests / FEES ARE NON-REFUNDABLE*

<b>YOUR NAME</b>			<b>DOB</b>	<b>TODAY'S DATE</b>	<b>CASE REPORT#</b> (Leave blank if unknown)
<b>ADDRESS</b>			<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>
<b>HOME PHONE</b>	<b>WORK PHONE</b>	<b>CELL PHONE</b>	<b>EMAIL ADDRESS</b>		<input type="checkbox"/> <b>TO BE FAXED:</b>
NAME/ADDRESS TO BE MAILED TO: <input type="checkbox"/> SAME AS ABOVE <b>OR</b>					
<input type="checkbox"/> <b>NAME:</b>					
<b>ADDRESS</b>			<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>

<b>SECTION 1</b>	<b>FOR REPORT, PHOTO, DISPATCH CD, OR ADDRESS SEARCH REQUESTS</b>			
<b>TYPE OF REQUEST:</b>	<input type="checkbox"/> <b>Report</b> *\$5 deposit	<input type="checkbox"/> <b>Photos</b> *\$25/CD	<input type="checkbox"/> <b>Address Search</b> *\$10 Deposit	
<b>TYPE OF CONTACT:</b>	<input type="checkbox"/> <b>By Police Officer</b>	<input type="checkbox"/> <b>By Animal Control</b>	<input type="checkbox"/> <b>By Code Enforcement</b>	<input type="checkbox"/> <b>Online Submission</b>
<b>TYPE OF REPORT:</b>	<input type="checkbox"/> <b>CRIME REPORT</b>	<input type="checkbox"/> <b>TRAFFIC ACCIDENT</b>	<input type="checkbox"/> <b>OTHER :</b>	

**\*COST FOR BASIC REPORT: \$5.00 pre-paid per report copy. Additional 25 cents per page over 10 pages. You will be notified if additional fees are incurred.**

<b>DATE OF INCIDENT:</b> (Estimate if necessary)		<b>TIME OF INCIDENT:</b> (Estimate if necessary)	
<b>LOCATION OF INCIDENT:</b> (Estimate if necessary)			
<b>PERSONS INVOLVED:</b>	<b>NAME:</b>	<b>NAME:</b>	
	<b>DOB:</b>	<b>DOB:</b>	
<b>YOUR RELATIONSHIP TO ANY JUVENILE NAMED:</b>	<b>NAME(S) OF THE JUVENILE(S):</b>		

<b>SECTION 2</b>	<b>FOR CLEARANCE LETTER (RECORDS CHECK) \$10.00 PER NAME</b>	
<b>FULL NAME</b>	<b>DATE OF BIRTH</b>	
<b>FULL NAME</b>	<b>DATE OF BIRTH</b>	

I AFFIRM THAT THE CRIMINAL JUSTICE RECORDS OBTAINED FROM THE ARVADA POLICE DEPARTMENT UNDER THIS REQUEST WILL NOT BE USED FOR THE DIRECT SOLICITATION OF BUSINESS FOR PECUNIARY GAIN, AND ALSO AFFIRM THAT ANY BOOKING PHOTOGRAPHS OBTAINED UNDER THIS REQUEST WILL NOT BE PLACED IN A PUBLICATION OR POSTED TO A WEB SITE THAT REQUIRES THE PAYMENT OF A FEE OR OTHER EXCHANGE FOR PECUNIARY GAIN IN ORDER TO REMOVE OR DELETE THE BOOKING PHOTOGRAPH FROM THE PUBLICATION OR WEB SITE. SEE: C.R.S. § 24-72-305.5

**DATE** **SIGNATURE**

<b>BELOW FOR THE USE OF APD RECORDS PERSONNEL ONLY</b>					
<b>REQUEST TAKER</b>	<b>DATE</b>	<b>AMOUNT RECEIVED</b>	<b>CIRCLE ONE: CHECK CASH</b>		
		\$			
<b>NOTES FROM REQUEST TAKER:</b>					
<b>REQUEST FILLER</b>	<b>DATE</b>	<input type="checkbox"/> <b>MAILED</b>	<input type="checkbox"/> <b>FAXED</b>	<input type="checkbox"/> <b>PICKUP</b>	<input type="checkbox"/> <b>CALLED</b>