SANTA CLARA POLICE REQUEST FOR RECORD INFORMATION

Main: 408-615-4700 Fax: 408-248-0276

601 El Camino Real Santa Clara CA 95050 Report/Case # or Incident #:

INCIDENT INFORMATION	Type of Report (check one): Traffic Collision Report Domestic Violence I am requesting the following: Copy of Report Calls for Service Traffic Collision Report Arrest Report Arrest Report Arrest Report Calls for Service Photos Report Information Date/Time Reported: Location of Occurrence: Suspect/Driver Name: Victim/Driver Name: Circumstances:
REQUESTOR CONTACT INFORMATION	I am the (check one): Victim

- * Reports are released in accordance with Government Code 6254. The Santa Clara Police Department may take up to **10 days** to respond to this request, but will strive to release reports as soon as possible.
- * Reports involving juveniles are released under statutes governed by the Santa Clara County Juvenile Court (T.N.G. vs. Superior Court 4 Cal.3d 767) and may take longer than 10 days to be released.
- * Report Release Hours: Monday-Friday 8:00 a.m. to 5:00 p.m.
- * Report cost: 20 cents each page. Photographs or information on CD/DVD: \$3 per CD/DVD

Signature				Date of Request	
	Received	Reviewed	By/Date	Released	
RD NL	By/Date:	Approved:		By / Date:	
	Notes:	Denied:		# of Pages:	
		PRA Letter:		Cost: \$	