



OREGON CITY

POLICE DEPARTMENT

320 Warner Milne Rd, Oregon City, Oregon 97045
Phone: 503-657-4964 Fax: 503-655-0530

POLICE REPORT REQUESTS

- \$10.00 – First 10 pages of report (criminal/accident)
- \$.50 – per page, 11+ pages, plus shipping / postage if document is 50+ pages (actual cost)
- \$25.00 – for photographs per CD per case requested
- \$25.00 – for each audiocassette tape or DVD copy requested
- \$50.00 – per copy of Operations Manual (\$10.00 per update as requested)

Requests for copies of police reports will be accepted by written request in person or by mail. Mailed requests must include payment and a self-addressed stamped envelope.

Report #: _____ **Date of Request:** _____

OR:

Name/Person involved: _____

Location of incident: _____

Date & time of incident: _____

Person/Agency requesting report: _____ Phone # _____

Address/City/State/Zip: _____

We are unable to comply with your request for a copy of a police report for the following reason:

_____ Pending criminal investigation - ORS 192.345(3). Full report not available at this time. No investigative details may be released until the case is disposed of through Court or by written order from the District Attorney's Office. No additional fees will be charged upon release.

_____ Report(s) as requested do not exist / not located.

_____ Location of incident occurred in another jurisdiction _____

_____ Minor accident, no written police report on file.

_____ Appropriate fee did not accompany the request. Please forward a check in the amount of \$ _____ along with a self addressed stamped envelope. Upon receipt of your check, we will forward the requested report copy.

_____ Other: _____

Request completed by/date:

____ / _____ Full report
 ____ / _____ Redacted report
 ____ / _____ Report face sheet only

Jim Band
Chief of Police