BRAWLEY POLICE DEPARTMENT
REQUEST FOR INFORMATION OR RECORDS

Police Report # _____

Applicant is to fill out this form as completely as possible and must sign below for certification.
There is an $20.00 processing fee due upon receipt of report/log entry.
Request may be submitted to: PoliceRecords@brawley-ca.gov

PARTY REQUESTING REPORT/INFORMATION

Name_____ Date of Birth_____

Driver's License #_____ Phone # _____

Address_____

Date, Time & Location of Incident_____

PLEASE CHECK ONE
[ ] Victim/Driver/Passenger/Pedestrian   [ ] Property/Vehicle Owner
[ ] Parent or Guardian   [ ] Insurance Company
[ ] Attorney   [ ] Other Party of Interest (specify)_____
[ ] Representative of Law Enforcement (Agency Requesting)_____

TYPE OF REPORT/INFORMATION REQUESTED (Check One)
[ ] Burglary   [ ] Traffic Accident
[ ] Theft   [ ] Robbery
[ ] Vandalism   [ ] Arrest
[ ] Crime of Violence   [ ] Body Worn Camera
[ ] Other (explain)_____

REASON FOR REQUESTING REPORT/INFORMATION (Check One)
[ ] Insurance Claim   [ ] Personal Records
[ ] Civil Action   [ ] Criminal Investigation
[ ] Parole/Probation   [ ] Other (explain)_____

INDIVIDUAL TO PICK UP THE REQUEST
[ ] Reporting Party   [ ] Other (provide name)_____

Upon receiving a request for a copy of a record, the public agency must determine within ten (10) working days whether or not the copy will be provided. Notice of the decision must be made to the person requesting the record. If "unusual circumstances", as defined in Government Code Section 6253(c), exist, an extension of not more than 14 working days is allowed to complete the determination. Code Section 6253(c) states:

I certify that the above information applied for is necessary in the due administration of laws and not for the purpose of assisting a private citizen in carrying on his personal interest or in maliciously or uselessly harassing, degrading or humiliating any person (11105 PC).

REQUESTED BY_____ DATE_____
                      (Signature)

Note: The Brawley Police Department's Records Division has the right to refuse access to records if the requester does not satisfactorily establish his/her identity, and the right to access such records.

TO BE COMPLETED BY RECORDS DIVISION
[ ] Suspect Info Omitted   [ ] Log Entry Only   [ ] Other_____
[ ] Complete Copy Given   [ ] Viewed Only
[ ] Request Denied Pursuant to _____

ISSUING CSO ID#_____ DATE_____ FEE_____ RECEIPT #_____