



CITY OF DILLINGHAM Department of Public Safety

404 7th Street
P.O. Box 3000
Dillingham, Alaska 99574

24 hrs (907) 842-5174
(907) 842-5172
Fax (907) 842-5715

REQUEST FOR DILLINGHAM POLICE REPORT

The following restrictions apply to the distribution of police reports. If your request includes one, or more, of the following restrictions **DO NOT** request a police report.

Police Reports are not available under any of the following conditions:

- Is from an agency outside the Dillingham City Limits. (Contact the appropriate agency.)
- Involves an on-going investigation or a non-adjudicated case.
- Involves any juvenile suspect. (Unless requested by juvenile AND juvenile's legal custodian.)
- Involves the victim of any sex offense. (Unless requested by the victim.)
- Audio, video and photos will not be released without a subpoena.

FEE SCHEDULE: All fees paid at the time of application.

REPORT FEE:	\$10.00 per report.
SEARCH FEE:	Requests for reports over three (3) years old are charged at a rate of \$20.00 per hour for each hour of staff research time, with a one (1) hour minimum charge.
REFUNDS:	NO REFUNDS will be made for any request not processed due to the listed restrictions.

REQUIRED INFORMATION – Print clearly. Incomplete or illegible requests will not be processed.

Requesting Agency (if applicable): _____

First Name: _____ Last Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Fax #: _____ Email: _____

Type of Incident: _____

Date & Time of incident: _____ Location: _____

DDPS Report Number (if known): _____

Reason for request: _____

How to receive record (Please check one): Pick-Up Fax Email Mail

FOR OFFICIAL USE ONLY

Date Request Received: _____ 20____

Completed by/referred to: _____

Chief of Police approval of release of record: x _____

Date request complete: _____

Rejection of Record Request

- No record on file
- See record request conditions
- Fields are incomplete
- See fee schedule
- Case is still open (PD or DA)