

CITY OF San Marino POLICE DEPARTMENT

2200 Huntington Dr., San Marino CA, 91108
(626)300-0720

APPLICATION FOR RELEASE OF A POLICE REPORT/PUBLIC RECORDS/STATISTICS

DATE AND TIME OCCURED	REPORT(S)# (if known):	
	Location:	
Traffic Accident	Name of Driver(s):	
Crime or Incident	Name of Victim(s):	
Specify type of crime and/or information needed to assist us in locating the report or incident:		

CRIME, INCIDENT AND TRAFFIC COLLISION REPORTS WILL BE RELEASED TO INVOLVED PARTIES (VICTIMS(S) of Crime, parents(s) or guardians(s) of juveniles, attorneys(s) or authorized agents, representatives of insurance companies representing involved person(s), drivers or registered owners of vehicles or other parties who may incur a financial or civil liability) if authorized by state law.

IDENTIFICATION IS REQUIRED FOR ACCESS TO THESE RECORDS AND A FEE WILL APPLY

IF YOU ARE SEEKING RELEASE OF PUBLIC RECORDS, PLEASE CHECK THIS BOX AND PLEASE WRITE YOUR NAME AND PHONE NUMBER(S) BELOW FOR CONTACT INFORMATION ONLY. Release of PUBLIC RECORDS is covered under the CALIFORNIA PUBLIC RECORDS ACT, GOVERNMENT CODE SECTIONS 6250-6270. This request shall be processed within 10 days (or with notified 14 days extension) from receipt of this request [GOVERNMENT CODE 6253(c)] upon payment of fees [GOVERNMENT CODE 6254(b)].

IF YOU ARE SEEKING ADDRESSES OF ARRESTED PERSONS OR VICTIMS OF CRIMES FROM THE PUBLIC LOG, PLEASE CHECK THIS BOX. Per Government Code 6254(3) and subject to the restrictions of section 841.5 of the Penal Code and this subdivision, the current address of every individual arrested by the agency and the current address of the victim of a crime, where the REQUESTOR DECLARES UNDER PENALTY OF PERJURY that the request is made for a scholarly, journalistic, political, or governmental purpose, or that the request is made for investigation purposed by a licensed private investigator as described in chapter 11.3(commencing with section 7512)of Division 3 of the Business and Professions Code, except that the address of the victim of any crime defined by Section 220,261,261.5,262,264,264.1,273a,273d,273.5,286,288,288a,289,422.6,422.7,422.75,or646.9, of the Penal Code shall remain confidential. Address information obtained pursuant to this paragraph may not be used directly or indirectly, or furnished to another, to sell a product or service to any individual or group of individuals, and the requestor shall execute a declaration to that effect under penalty of perjury. Nothing in this paragraph shall be construed to prohibit or limit scholarly, journalistic, political, or government use of address information obtained pursuant to this paragraph. **THE REQUESTOR SHALL EXECUTE THIS DECLARATION BY HIS/HER SIGNATURE BELOW.**

PLEASE COMPLETE THE SECTION BELOW:

This Certifies I AM or I REPRESENT _____ (NAME)

And that I have a proper interest in this report as one of the following:

<input type="checkbox"/>	DRIVER	<input type="checkbox"/>	PASSENGER	<input type="checkbox"/>	PEDESTRIAN	<input type="checkbox"/>	PROERTY OWNER	
<input type="checkbox"/>	VICTIM	<input type="checkbox"/>	WITNESS	<input type="checkbox"/>	PARNET	<input type="checkbox"/>	GUARDIAN	
<input type="checkbox"/>	PAROLE/PROBAT	<input type="checkbox"/>	ATTORNEY	<input type="checkbox"/>				AUTHORIZED AGENT
<input type="checkbox"/>	OTHER(EXPLAIN)							

PRINT NAME		DATE		PHONE NO.	
ADDRESS			CITY	STATE	ZIP
SIGANTURE			DATE		

OFFICE USE ONLY

TOTAL FEE PAID\$ _____	RECEIPT # _____	RELEASED BY _____	DATE _____
REASON FOR DENIAL: _____ REPORT NOT COMPLETED _____ UNDER INVESTIGATION _____ NEED SUBPOENA REQUEST _____ ARREST REPORT AVAILABLE AT COURT _____ NEED JUVENILE PETITION _____ OTHER _____			
REQUEST DENIED BY _____	DATE _____	REQUESTOR NOTIFIED BY _____	DATE _____
		IN PERSON _____	BY PHONE _____ BY MAIL _____

