

Attleboro Police Department 12 Union Street Attleboro, Massachusetts 02703 Telephone: (508) 223-2224 Fax: (508) 223-2210

attleboropolice.org

Kyle P. Heagney Chief of Police

PUBLIC RECORDS REQUEST FORM

To request a police record, please complete this form and submit via one of the following:

E-Mail: <u>publicrecords@attleboropolice.org</u>

Fax: 508-223-2210

Mail: Attleboro Police Department Attn: Records 12 Union Street Attleboro, MA 02703

Fee Schedule

There is no fee for reports requested via email or fax unless the request is extensive and requires work in excess of 2 hours to complete. You will be notified and provided with further instructions on how to submit payment if this applies.

Pursuant to Massachusetts Public Records Law, a records custodian has ten business days to respond to requests for public records, once received. Unless otherwise specified, your request will be responded to via e-mail.

The following information must be provided:

Type of report or record, please be specific. (Examples: Minor motor vehicle accident, Hit and Run, Breaking and Entering Report, Theft Report, Assault Report, Vandalism Report, Etc.)

Report Type:				
Persons Involved:				
Location of Incident:				
Date of Incident:		Date of Requ	iest:	
Phone Number:		Email:		
Requesting Party Signature: _				
Official Use Only				
Report located by:				
Date:	_Paid:		_Check/MO#	