

POLK COUNTY SHERIFF'S OFFICE

Phone: 503-623-9251 ★ Fax: 503-623-2060 ★ Jail: 503-623-9254
850 Main St. Dallas, OR 97338 ★ co.polk.or.us/sheriff

RECORDS REQUEST FORM

DATE: _____

REQUESTING PARTY/ORGANIZATION: _____

PHONE: _____ EMAIL: _____

REASON FOR REQUEST: _____

WHAT ARE YOU REQUESTING? (SELECT ALL THAT APPLY):

NAME SCAN ADDRESS SCAN COPY OF REPORT CASE PHOTOS VIDEO EVIDENCE

PLEASE NOTE: ALL SCANS WILL BE FOR THE LAST FIVE (5) YEARS UNLESS OTHERWISE SPECIFIED. OLDER RESULTS MAY BE LIMITED OR UNAVAILABLE IF RECORDS HAVE REACHED THEIR RETENTION PERIOD, OR IF SOFTWARE CHANGES HAVE BEEN MADE.

PCSO CASE #: _____ DATE(S) OF OCCURRENCE: _____

NAME(S) OF INVOLVED: _____ DATE(S) OF BIRTH: _____

ADDRESS(ES) OR LOCATION(S) INVOLVED: _____

★★★ STOP ★ OFFICE USE ONLY ★ STOP ★ OFFICE USE ONLY ★ STOP ★ OFFICE USE ONLY ★ STOP ★★★

CASE STATUS: OPEN CLOSED UNFOUNDED PENDING OTHER _____

CASE TYPE: FATAL CRASH HOMICIDE SEX CRIME OTHER _____

LIMITED RELEASE: STOLEN PROPERTY LIST CRASH FORM/DRIVER EXCHANGE OTHER _____

RELEASE NOTES: _____

RELEASED BY: _____ PAPA # _____ DATE: _____