



IDAHO FALLS POLICE DEPARTMENT PUBLIC RECORDS REQUEST

Advance payment of a fee may be required when it is estimated that more than two (2) hours of labor or more than one-hundred (100) copies of paper records will be required to respond to the request.

All requests to copy or examine public records must be made in writing. Please use dates of arrest(s) or report(s), location, suspect's name, witnesses' name(s), date of birth, or crime, etc., to help describe what you are requesting. Records supplied may not be used for a mailing list or telephone list. Idaho Code § 9-348. You have the right to appeal the denial of any part of your request by petitioning the Seventh Judicial District Court of Idaho within 180 calendar days of this response pursuant to Idaho Code Title 9, Chapter 3.

REQUESTED DOCUMENTS: Case Number(s) _____ Date(s) of Incident(s) _____

If you do **not** know the Case number or date of the incident, please provide name(s) of person(s) involved, approximate location, approximate date and nature of the case/incident. _____

- Police/incident report
- Accident report
- Photographs
- Witness Statements
- Other (describe) _____

REQUESTOR'S INFORMATION:

Name of Requesting Person: _____

Address: _____

City/State/Zip Code: _____

Email Address: _____

Day Telephone No.: _____ Fax No: _____

The City will respond to your request pursuant to applicable law [usually within three (3) business days]. The birth month and day for people whose names appear in the records have been removed pursuant to Idaho Code §§ 9-340B(1), 9-335(1)(c) and/or 9-335(2), and 9-337(6), because production of this information would constitute an unwarranted invasion of personal privacy and could facilitate identity theft.

If this box is checked, the investigation/prosecution is ongoing, and the records are exempt from disclosure because production would interfere with enforcement proceedings; deprive a person of a right to a fair trial or an impartial adjudication; and/or disclose investigation techniques and procedures. The Police Department has had an opportunity to consult with an attorney regarding your request, but has chosen not to do so. Idaho Code §§ 9-340B(1), 9-335(1)(a, b, and e) and 9-339(4).

-----DO NOT WRITE BELOW THIS LINE ---- FOR OFFICIAL USE ONLY-----

Received by IFPD Personnel: _____ Date: _____ Time: _____

Active Investigation/Prosecution Juveniles Incomplete Report No Records Found

Referred to Prosecutor: City County

Date sent to City Attorney: _____ Scan/Email to County 10-Day Letter

City Attorney Reviewed _____ Approved Agency Assist Denial Letter

Date Mailed/Released _____ Denied Denied in Part No Letter

Number of Pages Released _____

Cost _____