



# City of Boulder Police Department

1805 33<sup>rd</sup> STREET BOULDER, CO 80301

[www.bouldercolorado.gov](http://www.bouldercolorado.gov)

## REQUEST FOR COPY OF POLICE REPORT ● AUDIO or VIDEO ● PROPERTY AND EVIDENCE

This form will allow you to request a Boulder Police Department record and may become a permanent part of the file. Please print clearly and complete all sections of this form.

1	Requested by	Please indicate return preference: Pick up <input type="checkbox"/> Mailed <input type="checkbox"/> Faxed <input type="checkbox"/> Emailed <input type="checkbox"/> <b>Audio, Video and Photos will not be emailed</b>		
	Address	Telephone	Fax	
	City, State, Zip	Email address:		

Police Report Number (if known)	Name of person involved	Type of Incident
Date and Time of Report	Location of Incident	

2	<b>Request for Police Records:</b> To request copies of police reports, email completed form to <a href="mailto:PDRecords@bouldercolorado.gov">PDRecords@bouldercolorado.gov</a> . Please call 303-441-3300 if you have any questions. <input type="checkbox"/> Police Report (\$5.00 for the first 10 pages and 25¢ for each page thereafter)
	<b>Request for Property and Evidence:</b> To request digital duplications or other property and evidence related items from Property and Evidence, email completed form to <a href="mailto:propertyrequest@bouldercolorado.gov">propertyrequest@bouldercolorado.gov</a> . Please call 303-441-3340 if you have any questions. <input type="checkbox"/> Request for photos (\$7.00 per CD/DVD/Flash drive) <input type="checkbox"/> Other: _____
	<b>Request for Audio or Video:</b> To request a copy of audio, video, body-cam video, or CAD (Computer Assisted Dispatch) incident report, FAX completed form to 720-564-0335 or email completed form to <a href="mailto:PDCommAdmin@bouldercolorado.gov">PDCommAdmin@bouldercolorado.gov</a> . Please call 303-441-4309 if you have any questions. <i>The department may not release digital records in cases that are open pending investigation, or cases where an arrest has been made but the case has not been adjudicated.</i> <input type="checkbox"/> Printed CAD Report (\$5.00) <input type="checkbox"/> Dispatch Audio CD (\$7.00 per CD/DVD/Flash drive) <input type="checkbox"/> Phones <input type="checkbox"/> Police Radio <input type="checkbox"/> Fire/Ambulance <input type="checkbox"/> Video (\$7.00 per CD/DVD/Flash drive) <input type="checkbox"/> Research (\$30.00/hr.) For extensive research, review of footage and redaction under law. (There is no charge for the first hour of research.) What information are you looking for? Please provide as much detail as possible:

3	C.R.S. § 24-72-305.5 provides that the records custodian shall deny any person access to criminal justice records unless a statement is signed which affirms that such records shall not be used for the direct solicitation of business for pecuniary gain.  I AFFIRM THAT I SHALL NOT USE THE REQUESTED INFORMATION FOR SOLICITATION OF BUSINESS FOR MONETARY / PECUNIARY GAIN AND ACKNOWLEDGE THAT SUCH VIOLATION IS A CLASS 3 MISDEMEANOR UNDER C.R.S. § 24-72-309.
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Signature of Requester    Date

**\*\*\*\* THIS SECTION TO BE COMPLETED BY THE POLICE DEPARTMENT \*\*\*\***

Received by _____ Date _____	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED (reason, if denied _____)
<input type="checkbox"/> Property and Evidence Supervisor _____	(P&E: <input type="checkbox"/> Window <input type="checkbox"/> Mail)
Request Completed by _____ Date _____	<u>COPY TO</u> P&E <input type="checkbox"/> DISPATCH <input type="checkbox"/> RIS <input type="checkbox"/>
Amount Due \$ _____	Payment Received on _____ Requestor Notified on _____