

SANTA CRUZ POLICE DEPARTMENT RECORD REQUEST

Accident Report Fees* Please make your check payable to "City of Santa Cruz"
Crime Report Fees*..... (Fees will be calculated based on the number of pages in the report.)
Fees Change Annually – For an updated Fee Schedule visit:

<http://www.cityofsantacruz.com/government/city-departments/police/permits-and-forms>

*fee only applicable for hard copy of report

Include a *Copy of your Photo I.D.* AND your Check made out to: "City of Santa Cruz"

If you were cited or arrested in relation to the requested crime report,
contact the District Attorney's office for the requested documents at (831) 454-2400.

Please complete all four sections below and sign. **ONLY one report per request form.** Provide as much information as possible.
Please include a self-addressed stamped envelope to ensure prompt delivery.

1. Your Name: _____
 First Name Last Name
Address: _____
 Street Number Street Name City State Zip Code
Telephone: _____ Email: _____

I would like the records: Emailed Mailed

2. Check applicable type of report: Traffic Accident Crime Report

Case Report Number: _____
Date of Incident: _____
Location of Incident: _____

3. I certify that I am*:

<input type="checkbox"/> Victim	<input type="checkbox"/> Owner of vehicle or property damaged in accident
<input type="checkbox"/> Suspect	<input type="checkbox"/> Attorney of party with proper interest
<input type="checkbox"/> Driver involved	<input type="checkbox"/> Requesting information for scholarly, journalistic, or investigatory purposes (please complete and sign Form A)
<input type="checkbox"/> Guardian or conservator of individual listed in report	<input type="checkbox"/> A law enforcement/government agency representative (please complete and sign Form B)
<input type="checkbox"/> Parent or guardian of minor individual listed in report	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Authorized representative of individual listed in report (includes spouse)	
<input type="checkbox"/> Named person injured in accident	

* Must provide proof of identity before records can be released.

4. Verification of ID Provided*:

Driver's License, Government Issued ID Card, Matricula Consular Card, or Passport
 Minor's Birth Certificate

* Both must be provided before records can be released to a parent or legal guardian.

I declare under penalty of perjury, that the foregoing is true and correct.

EXECUTED on this _____ day of _____, 2020 at Santa Cruz, California.

Signature

Print Name
