

CITY OF ROSEBURG, OREGON

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PUBLIC INFORMATION/RECORDS REQUEST POLICE RECORDS

****ALL REPORTS MUST BE PRE-PAID****

"Public information" is defined in ORS 192.410 - 192.500 and in the Oregon Attorney General's Public Meetings and Records Manual. The sources referenced also list several limited circumstances under which a public body may decline to release certain information. Because the identity and motive of the person seeking disclosure of a particular public record may be relevant in determining whether a record is exempt from mandatory disclosure under a conditional exemption, please provide the following information:

REQUESTOR'S IDENTITY		
Contact Name:	Phone Number:	
<i>**If you are unable to be reached, the report will be mailed</i>		
Mailing Address:		
City:	State:	Zip:
Email Address:		
<i>**If you desire request be emailed, please indicated by providing email address**</i>		

REQUESTED INFORMATION/RECORD
Please give a brief statement describing the requested information/record(s), including any case numbers:

PURPOSE OF REQUEST
Please give a brief statement as to the purpose of your request:

SIGNATURE	
Applicant's Signature:	Date:

STAFF REVIEW/PROCESSING (For Official Use Only)
Pick Up: _____ Mail: _____ Email: _____ Staff Time: _____ Hours @ _____ = \$ _____
Other Charge(s): _____ Total Paid: _____ Performed by: _____