



City of Woodson Terrace Police Department
4305 Woodson Road, Woodson Terrace MO. 63134



REQUEST FOR POLICE RECORDS:

Access to Police Reports shall be provided within three business days following a request, unless additional time is needed.

DATE OF REQUEST: _____

PERSON REQUESTING: _____

FIRM OR AGENCY: _____

ADDRESS: _____

PHONE #: _____

E-MAIL: _____

REQUESTING PARTIES RELATIONSHIP TO INCIDENT: _____

DOCUMENT REQUESTED

POLICE REPORT #: _____ DOCUMENT: _____

NUMBER OF COPIES REQUESTED: _____

REASON FOR REQUEST: _____

FEES SCHEDULE

PHOTO REQUEST: 3X5 PHOTO \$4.00 EA _____ 8X10 PHOTO \$8.00 EA _____

CERTIFICATION: \$5.00 EACH: \$ _____

RESEARCH TIME: \$ _____

ANY CD/DVD: \$10.00 EACH: \$ _____

POLICE REPORTS: \$10.00 EACH: \$ _____

D.ORLANDO, DSN 98
CHIEF OF POLICE