CITY OF PULLMAN
WASHINGTON

Police Department
Gary Jenkins, Chief of Police
Police Business (509) 334-0802
Police Fax (509) 332-0829
police@pullman-wa.gov
www.pullman-wa.gov/police
260 SE Kamiaken St., Pullman WA 99163-2664

Official Use Only

Requestor:

Due: $

Records Request

Per RCW 42.56.520 the Pullman Police Department has up to 5 business days to respond to your request

Information Requested: ☐ **Case Report** ☐ **Inspection of your own record at Pullman Police Department (Must include Date of Birth: _____)**

Requestors Information:

Last Name: _____ **First:** _____ **Middle Initial:** _____

Address: _____

City, State, Zip: _____ **Phone:** _____

Email Address: _____ **Relationship to Incident:** _____

I prefer to receive the information in the following format:

☐ **In Person** ☐ **Email** ☐ **Mail** ☐ **Fax:** _____

☐ **Pursuant to RCW 42.56.070(9) check here if the information requested is for commercial purposes**

I certify and declare under penalty of perjury under the laws of the State of Washington, that the information provided is true and correct.

Signature: _____ **Date and Time:** _____

Incident Information:

Date of Incident: _____ **Time of Incident:** _____ **Case Number:** _____

Location of Incident: _____ **Investigating Officer:** _____

Person(s) Involved: _____

Additional Information: _____

_____

_____

_____

_____

FOR OFFICIAL USE ONLY

Requestor was advised report was ready at _____ hours on _____.

# of Copies _____ @ $0.15/ea = $_____ # of CDs _____ @ $5.00/ea = $_____ **Total Due:** $_____

Identification Checked ☐ Report released at _____ hours on _____

Employee's Signature _____

Return to: _____ Released: _____