



PLATTEVILLE POLICE DEPARTMENT

400 Grand Avenue
Platteville, Colorado 80651
970.785.2215 • 970.785.2476 (f)

REQUEST FOR PLATTEVILLE CRIMINAL JUSTICE RECORDS

Police reports are **not** available under **any** of the following conditions:

1. Records from other agencies / jurisdictions (contact the appropriate agency).
2. Records involving **any** on-going investigations.
3. Record information regulated by Colorado Open Records Law.

Fee Schedule:

- **Report Fee:** \$5.00 for records eight (8) pages or less in length (\$0.25 per page after eight pages, \$5 deposit).
- **Search Fee:** \$5.00 in addition to above **Report Fee**, if located (\$5 deposit).
- **Platteville Criminal History Fee:** \$25.00 per request (\$25 deposit).
- **Records copies will only be kept up to 5 days after printing.**

After 5 days, process starts over and fees will need to be paid again. Deposits are non-refundable and due at time records request is made. Deposits will be applied to final records fee totals, which are due upon records receipt.

POLICE USE ONLY	
DATE RECEIVED:	_____
DATE RELEASED:	_____
RELEASED BY:	_____
PHOTO ID ATTACHED:	___
DEPOSIT MADE: \$	____.____
TOTAL FEES: \$	____.____
TOTAL DUE UPON PICKUP:	\$ ____ . ____

Person Requesting:

Full Name: _____ Date of Birth: _____
 Phone Number: _____ Fax Number: _____
 Address: _____
 Organization Name (if applicable): _____
 Representing: Self Prosecution Defense Attorney

Type of Request (Check one or more):

- Complete Report:** Platteville Police Case Number: _____
- Records Search:**
 Date of Incident: _____ Time of Incident: _____
 Location of Incident: _____
 Person Involved Name: _____ Date of Birth: _____
 Person Involved Name: _____ Date of Birth: _____
 Vehicle Involved License Plate Number: _____ VIN: _____
 Additional Information: _____
- Criminal History (Platteville Police History ONLY):**
 Name: _____ Date of Birth: _____
 Aliases (including maiden names): _____
 Social Security Number: _____ - _____ - _____
 Address: _____

USE OF THIS INFORMATION IS REGULATED BY LAW – DO NOT DISSEMINATE

Colorado Revised Statute 24-72-305.5: Records of official actions and criminal justice records and the names, addresses, telephone numbers, and other information in such records shall not be used by any person for the purpose of soliciting business for pecuniary gain. The official custodian shall deny any person access to records of official actions and criminal justice records unless such person signs a statement which affirms that such records shall not be used for the direct solicitation of business for pecuniary gain.

I affirm that I will not use the records, or any portion of the records requested for the purpose of directly soliciting business for pecuniary gain. Records requests will be processed within 72 business hours.	
Signature: _____	Date: _____