



CITY OF HOOD RIVER

Police Records Request Form

Police Department, 207 2nd Street, Hood River, Oregon 97031 Phone: 541-387-5256

Email: HRPD.Records@cityofhoodriver.gov

Police Report

CAD Entry

Photos

Video

Requestor's Name:

Requestor's Mailing Address:

Requestor's Email:

Phone:

INFORMATION REQUESTED:

Police Report Number(s):

Date/Time of Report:

Type of Incident:

Name of Subject(s) Involved:

In compliance with ORS 192.324(4), you are required to pay the costs of processing your public records request even if no records are found or if the records are exempt from disclosure. Billing rates are based on total cost including: wages, benefits, and cost of business and the number of hours which can reasonably be billed in a year.

FEE SCHEDULE:	Police Reports (20 pages or less)	\$15.00
	(additional fee per page)	\$0.61
	Photos (per CD)	\$39.00
	Video (each)	\$39.00
	Extensive Request (per hour)	\$39.00

Requestor's Signature*:

Date:

**Electronic signatures and similar markings are recognized as a legally binding signature by the City of Hood River and the State of Oregon (ORS 84.001 to ORS 84.061).*

BUSINESS OFFICE USE ONLY

Please allow three (3) business days for your request to be processed. Information requested may contain exempt materials and is subject to redaction, per state and federal statutes.

The requested copy is enclosed

The requested copy is exempt from disclosure for the following reason:

Currently under investigation- 192.345
Would disclose security measures- 192.345
Personal privacy- 192.355
Litigation- 192.345
Trade secrets- 192.345

Unable to locate the requested record with the information provided.