



# Hood River County Sheriff's Office Request for Inspection or Copy of Records

Today's date: \_\_\_\_\_

Your name: \_\_\_\_\_

Your phone #: \_\_\_\_\_

When did the incident happen?: \_\_\_\_\_

Where did the incident happen?: \_\_\_\_\_

What kind of incident was it? \_\_\_\_\_

What is the HRC SO Case #?: \_\_\_\_\_

- I wish to receive a copy of the requested report       I wish to inspect a copy of the requested report

Your signature: \_\_\_\_\_

Mail this form and \$10 fee to: Hood River County Sheriff's Office, 309 State St, Hood River OR 97031

**(For Official Use)**

- The requested copy is enclosed (information may be redacted to comply with privacy laws).
- The requested copy is exempt from disclosure for the following reason (ORS Citation):
  - Currently under investigation – 192.501
  - Would disclose personal security measures -192.501
  - Personal Privacy – 192.502
  - Litigation – 192.501
  - Trade secrets – 192.501
- We are unable to locate the requested record with the information provided.
- The request is unduly burdensome.
- The request is too broad in scope. Please narrow your request to an identifiable record.

Date completed: \_\_\_\_\_ By: \_\_\_\_\_

Cost of report (\$10 min): \_\_\_\_\_ copies @ \$.25 per page + \_\_\_\_\_ hours of research @ \$30 per hour = \$ \_\_\_\_\_