

Hood River County Sheriff's Office

Request for Inspection or Copy of Records

Date of request: _____

Name: _____ Date of birth: _____

Address: _____

Phone: _____

Date / Time of incident: _____

HRSO case #: _____

Type / Nature of incident: _____

Location of incident: _____

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

Requestor's signature: _____

- 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
 - Prohibited by state statute – 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 of compliance with request: _____ By: _____

Date of receipt of records: _____ By: _____

Cost of report (\$10 min): _____ copies at 25 cents per page + _____ hours of research at \$30 per hour = _____