



HOOD RIVER COUNTY SHERIFF'S OFFICE

309 STATE STREET
HOOD RIVER, OR 97031
www.hoodriversheriff.com
Business Office Phone: (541) 386-2098
Business Office Fax: (971) 231-2006

PUBLIC RECORDS REQUEST

Requestor's Name: _____ Phone: _____
(Name) (Agency) Fax: _____

Requestor's Mailing Address: _____
(Street) (City) (State) (Zip)

Requestor's Email: _____ Return Record (Circle One): Pick-up Email Mail Fax

I am requesting the following record(s):

- Incident Report (\$15 per report)
- Incident Photos (\$5.25 each or \$30 for a CD with up to 20 photos)
- 911 Call for Service Report (\$15 per report)
- 911 Audio Recording (\$30 per hour/1 hour minimum)

If the Incident Report requires research other than locating the report, there is a \$25 per hour (1 hour minimum) charge.

Date/Time of Incident: _____ HRC SO Case #: _____
(Date) (Time)

Type/Nature of Incident: _____ Location of Incident: _____

Name of Subject(s) Involved: _____ Subject's Date of Birth: _____

Relationship to Subject(s): _____

Other Identifying Information: _____

Reason for Request: _____

I understand that my request may be denied under the Oregon Public Records Law. I certify that the information contained in this request is true and accurate. Requests should be responded to without unreasonable delay in accordance with Oregon Law (192.329).

Requestor's Signature: _____ Today's Date: _____

Completed form/fee may be mailed or hand delivered to the Hood River County Sheriff's Office.

(For Business Office 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 – 192.345(3)
 - Would disclose personal security measures – 192.345(18)
 - Personal Privacy – 192.345(18)
 - Litigation – 192.345(1)
 - Trade Secrets – 192.345(2)
- We are unable to locate the requested record with the information provided.

Request Processed By: _____
(DPSST) (Date) (Time)

Amount Due: \$ _____ Check #: _____ Cash: \$ _____ Credit Card: Receipt #: _____