



City of Auburn Police Department



A Community Oriented Law Enforcement Agency

Frederick W. Brown
Chief of Police

1361 Fourth Avenue Auburn, Georgia 30011
Telephone 770-513-8657 Fax 770-682-4428

Harold Money
Mayor

REPORT REQUEST

Georgia State Law requires that certain reports cannot be made available for inspection or copying under conditions. It requires that a written request be made for each report requested. The Law requires that below listed information so that law enforcement personnel can determine if the intended use is within the law. Georgia State Law also says "No person shall knowingly make any false statements in any such request" and "Any person who violates any provision of the code section, shall be guilty of a misdemeanor involving moral turpitude." There will be a \$2.00 cash only fee for each copy. Report request will be made available after 3 to 5 business days (Unless otherwise noted).

PLEASE PRINT ALL INFORMATION

NAME OF REQUESTING PERSON: _____

PHONE NUMBER: _____

ADDRESS: _____

INTENDED USE OF REPORT: _____

NAMES OF PERSON(S) INVOLVED IN INCIDENT:

DATE OF INCIDENT: _____

CASE NUMBER: _____

INCIDENT TYPE: _____

I UNDERSTAND THAT THE ABOVE REQUESTED INFORMATION CANNOT BE USED FOR COMMERCIAL SOLICITATION PURPOSES UNDER GEORGIA STATE LAW.

SIGNED: _____ DATE: _____

EMPLOYEE TAKING REQUEST: _____ DATE COMPLETED: _____

INSPECTION OF REPORT: APPROVED
 DENIED

COPY REPORT: APPROVED
 DENIED

RECORD MANAGER INITIALS _____

DATE APPROVED _____