

# NOVATO POLICE DEPARTMENT RECORDS REQUEST

909 Machin Avenue, Novato CA 94945 | Phone: (415) 897-4361 | Fax: (415) 898-5344



<b>REQUEST TYPE:</b> <input type="checkbox"/> CRIME REPORT <input type="checkbox"/> TRAFFIC REPORT <input type="checkbox"/> CALL FOR SERVICE SUMMARY <input type="checkbox"/> ADDRESS HISTORY	<b>REPORT/INCIDENT DATE:</b> _____	<b>REPORT/INCIDENT NUMBER(S):</b> _____ _____
---	---------------------------------------	---

**NAME OF INVOLVED PERSON(S):** \_\_\_\_\_

**YOU ARE THE (CHECK ONE):**

- Victim     Driver     Property Owner     Insurance Agent     Parent of a Minor
- An authorized representative of the involved person(s)
- Any person suffering bodily injury or property damage as a result of the incident

**COMPLETE THIS SECTION FOR AUTOMATED ADDRESS HISTORY ONLY:**

**ADDRESS OF SEARCH:** \_\_\_\_\_

**SEARCH DATES:** \_\_\_\_\_

**PURPOSE OF REQUEST:** \_\_\_\_\_

**PRINT NAME OR FIRM:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

I declare under penalty of perjury that I am (or represent) the person/agency described above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

All releases are conditional, relative to the California Public Records Act 6254(f) G.C., 5157 W&I, 828 W&I and 293 PC which prohibit the disclosure of: the names and addresses of suspects, mental health holds, juvenile detentions, narcotic, sex, and arson registrants, victims of sex, hate, and domestic violence crimes, confidential informants, information which could endanger the safety of witnesses or other involved persons or endanger the successful completion of a case or related case. The name and addresses of victims is not released to the suspects or persons arrested in the incident.

Researched by Records: \_\_\_\_\_ Released by Records: \_\_\_\_\_ Date: \_\_\_\_\_

Records Released as Described: \_\_\_\_\_ Date: \_\_\_\_\_

Request Denied: \_\_\_\_\_ Date: \_\_\_\_\_

- Payment Due: \_\_\_\_\_     No Fee     Mail When Ready     Call When Ready