

# FOUNTAIN POLICE DEPARTMENT

MARK A. CRISTIANI  
CHIEF OF POLICE

## CASE REPORT / CALLS FOR SERVICE REQUEST FORM

Records will be released within 3 business days after the report is completed.  
(Please note that not all reports are releasable.)

Name \_\_\_\_\_ Contact Phone \_\_\_\_\_

Address \_\_\_\_\_ Alternate Contact Phone \_\_\_\_\_

Reason for request/Relationship to incident \_\_\_\_\_

Method to receive records? [ In Person [ Email **\*only if paid in full with request** \_\_\_\_\_

### Type of Record:

#### ☒ CASE REPORT

**\$10.00 1<sup>st</sup> 10 pages, .50 each add. page**

Report Number \_\_\_\_\_ Type of Case \_\_\_\_\_

Are you listed as the victim of this crime in the case report? Y ☐ N ☐

Date \_\_\_\_\_ Address \_\_\_\_\_

Person(s) Involved \_\_\_\_\_

#### ☐ CALLS FOR SERVICE

**Single:\$6.00 1<sup>st</sup> 10 pages, .50 each add. page Premise History (per address):\$10.00 1<sup>st</sup> 10 pages, .50 each add. page**

Address we responded to \_\_\_\_\_

Dates: From \_\_\_\_\_ To \_\_\_\_\_

**24-72-305.5** Access to records – denial by custodian – use of records to obtain information for solicitation. Records of official actions and criminal justice records and the names, addresses, telephone numbers, and other information in such records shall not be used by any person for the purpose of soliciting business for pecuniary gain. The official custodian shall deny any person access to records of official actions and criminal justice records unless such person signs a statement which affirms that such records shall not be used for the direct solicitation of business for pecuniary gain.

**By signing this form I acknowledge that I have read and understand the Colorado Revised Statute above.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

**IMPORTANT – PLEASE READ: There is a Non-Refundable Research Fee of \$5.00 to be paid when request is made. This fee will be applied to the cost of the total amount due for records.**

**\*Payment must be made IN FULL prior to release. Cash or credit card payments must be made in person, or check or money order payments can be sent by mail. There is no online payment option at this time.**

#### FOR DEPARTMENT USE ONLY:

ID VER IFIED BY \_\_\_\_\_ RELEASED BY \_\_\_\_\_ AMT PAID AT TIME OF REQUEST\$ \_\_\_\_\_

TOTAL FEE \$ \_\_\_\_\_ - AMT PAID \$ \_\_\_\_\_ = BALANCE DUE UPON PICKUP \$ \_\_\_\_\_

RELEASE METHOD: IN PERSON MAIL EMAIL FAX RELEASE DATE/TIME \_\_\_\_\_

NOTES: \_\_\_\_\_

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