

MINERAL POINT POLICE DEPARTMENT

PUBLIC RECORDS REQUEST

(Wis. Stat. §19.34)

The public can receive copies of approved reports from the Mineral Point Police Department during the hours of 8:00 am and 12:00 pm Monday through Friday, excluding holidays, or upon appointment.

Walk-In Requests

There will be no charge for walk-in requests for copies of less than 10 pages. Over 10 pages will be minimum of \$5.00 plus an additional \$0.50 per page over 10 pages. If applicable, there will be a research fee of \$20.00 per hour.

Mailings

There will be a charge of \$2.00 for three pages or less. Four pages or more will be a minimum of \$5.00 plus an additional \$0.50 per page over four pages. If applicable, there will be a research fee of \$20.00 per hour. Copies to CD will be \$2.00 each and mailing of the CDs will be \$5.00.

There will be a charge of \$5.00 for accident reports.

Requester Information			
First & Last Name:		Contact Phone #:	
Street Address or PO Box:		City:	State: Zip Code:
Company/Organization Name:		Job Title/Affiliation:	
Fax:	Preferred Contact:		Delivery:
	<input type="radio"/> Phone		<input type="radio"/> Pick Up
	<input type="radio"/> Fax		<input type="radio"/> Email
Email:	<input type="radio"/> Email		<input type="radio"/> Fax
			<input type="radio"/> Post
Document(s) Requested:			
Reason Requested:			

Office Use Only			
Received by:	Date Received:	Date Completed:	Fee: