



RIDGEFIELD POLICE DEPARTMENT ACCIDENT / POLICE REPORT REQUEST FORM

All applicable information must be provided and legible. There is a fee of **\$.50 cents per page** for police reports and documents. Records Division hours are 8am-3pm Monday-Friday. Please call ahead (203) 431-2791 to verify requested items are ready for pick-up or to arrange for after-hours pick-up.

REQUESTOR'S INFORMATION	
First and Last Name (please print if not using fillable form):	Date:
Current Address:	
On behalf of [Business Name, Law Office, Insurance Provider, etc.]:	Job Title:
Phone:	Email:
INCIDENT / CASE #	DATE(S) OF INCIDENT
MATERIAL REQUESTED (Please be specific, and include your connection to the case.)	
REQUESTOR'S SIGNATURE	

Police Reports and Documents: A fee of \$.50 cents per page will be charged. We accept cash, check or money order only. Please note, certain records may be subject to exemptions or privileges as provided by the FOI Act. No reports will be faxed or emailed.

Upon completion of this request form, email to rpdsrecords@ridgefieldct.gov or drop off at the Ridgefield Police Department.