



EVANSVILLE POLICE DEPARTMENT

10 West Church Street, PO Box 529

Evansville, WI 53536

Non-Emergency (608) 757-2244

Admin (608)882-2299 FAX (608)882-2295

REQUEST FOR RECORDS

This page is not required by law. However, the more information you can provide, the quicker we can locate the record(s) you are requesting. Records containing personal or highly restricted identifiable information in the police record can be released without redaction per the Driver's Privacy Protection Act (DPPA) (18 U.S.C. § 2721). Knowledge of what access and use are permitted under the listed DPPA is the responsibility of the requester.

Pursuant to Wis. Stat. §19.356(2)(a), you **must** notify us if the records meets any of the following criteria:

1. A record containing information relating to an employee that is created or kept by the authority and that is the result of an investigation into a disciplinary matter involving the employee or possible employment-related violation by the employee of a statute, ordinance, rule, regulation, or policy of the employee's employer.
2. A record obtained by the authority through a subpoena or search warrant.
3. A record prepared by an employer other than an authority, if that record contains information relating to an employee of that employer, unless the employee authorizes the authority to provide access to that information.

Employee Taking Request: _____ Date of Request: _____

Person Requesting Records: *Please Print*

First name: _____ MI _____ Last Name: _____ DOB: _____

Address: _____ Phone: _____

City/State/Zip: _____

E-Mail Address: _____

***NOTE: The Evansville Police Department does not process/crash reports (MV4000 or DT4000). These reports must be requested through the Department of Transportation.**

Date of Incident: _____ Time of Incident: _____

Location of Incident: _____

Records Requested:
