

# CLYDE HILL

POLICE DEPARTMENT

## Public Records Request

## Email Form

Please fill in as much information as possible. Send completed request to [police@clydehill.org](mailto:police@clydehill.org).

- Failure to provide information sufficient to identify the records may result in denial of the request.
- Detailed description of what you are requesting may help speed up the process in identifying and processing the records.
- All records are delivered electronically via email or on-line link unless otherwise specified
- The full Police Records Policy, including a list of applicable fees, is available on the City of Clyde Hill website.
- In accordance with RCW 42.17.260(9), any lists of individuals obtained through a request for public records cannot be used for commercial purposes.
- Clyde Hill Police Department does not employ any video or audio recordings (dash/body cams/booking area)
- For 911 call audio, emergency radio transmissions, and dispatch logs, please contact our dispatch center, NORCOM 911 at [records@norcom.org](mailto:records@norcom.org)
- Traffic Collision Reports are available through WSP at <https://www.wsp.wa.gov/driver/collision-records/>

### Requester Information

Name: \_\_\_\_\_

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

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

### Requested Records

- Case/Incident Report       Citation/Infraction       Other (please specify)
- Traffic Collision Report       Crime Scene Photos
- \_\_\_\_\_
- \_\_\_\_\_

### Incident Information

Date: \_\_\_\_\_ Case/Incident#: \_\_\_\_\_

Type: \_\_\_\_\_ Location: \_\_\_\_\_

### Comments/Clarifications(optional)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_