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		+10 days	
		Call #	
		Rept #	
		Approved	
		Delivered	
		Fee Rec'd	



DONE

HOLDEN POLICE DEPARTMENT ♦ 1370 MAIN STREET HOLDEN, MA 01520 ♦ 508.210.5600

Request for Police Report

According to the policy of this Department, all report requests are subject to a review procedure before being released and may not be immediately available. **Public records law allows us 10 days to respond.**

It is our goal to provide access to information legally defined as public, while maintaining the confidentiality of information exempted by law. If approved, the report you receive may have some information redacted.

The cost of a typical report is \$5.00, payable at the time of request. Longer or archived reports may be subject to an additional fee. We will contact you if the amount is expected to exceed \$10.00. **Per the Massachusetts abuse prevention law (Chapter 209A), domestic disturbance reports are free of charge to the victim. Identity theft reports are also free of charge to the victim.**

Special note about accident reports: For insurance purposes, your insurer should issue a request to us and pay the fee on your behalf. You may request a copy of the report if you wish, but you are not required to purchase a copy for your insurance company.

For quicker access, you may purchase most accident reports within 72 hours of their occurrence online at: getcrashreports.com

This service is for non-fatal motor vehicle accident reports only. An additional convenience fee applies.

So that we may locate the requested records & contact you with any questions, please complete:

Today's Date: _____

Your Name: _____

Address: _____

Phone Number: _____

Email Address: _____

(Only if report is to be emailed. **Fee must be pre-paid to email report.**)

Type of Incident: _____

Name of any involved party and/or location: _____

Date/Time occurred or reported: _____

Fee Enclosed: Check Cash (\$5.00 per report unless otherwise stated)

No fee is charged to victims of domestic violence or identity theft.

Preferred delivery method: Mail Pick-up at station EMail **(Fee must be pre-paid to email report)**

PRIVACY STATEMENT

We will use the information you include on this form to comply with your request. Please note that your request itself is a public record and may be released under the provisions of the Massachusetts Public Records Act. We will not release this information for any other reason.