



# FOUNTAIN POLICE DEPARTMENT

CHRIS A. HEBERER  
CHIEF OF POLICE



**Records will be released within 3 business days after request is completed.  
(IF report is able to be released)**

## REQUEST TO OBTAIN PUBLIC RECORDS

Your Name \_\_\_\_\_

Your Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Type of record:  CASE REPORT  ACCIDENT REPORT  PHOTOS ON CD

Case Report Number \_\_\_\_\_ Date of Occurrence \_\_\_\_\_

Type of Report \_\_\_\_\_

Address of Occurrence \_\_\_\_\_

CALLS FOR SERVICE  911 CALL RECORDING

Date and time of call \_\_\_\_\_

Address we responded to \_\_\_\_\_

Person(s) Involved: Name \_\_\_\_\_ Name \_\_\_\_\_

PREMISE HISTORY

Address we responded to \_\_\_\_\_

Dates: From \_\_\_\_\_ To \_\_\_\_\_

BACKGROUND CHECK

Full legal name of person \_\_\_\_\_

Date of Birth \_\_\_\_\_ SSN \_\_\_\_\_

**24-72-305.5 Access to records - denial by custodian - use of records to obtain information for solicitation.**  
Records of official actions and criminal justice records and the names, addresses, telephone numbers, and other information in such records shall not be used by any person for the purpose of soliciting business for pecuniary gain. The official custodian shall deny any person access to records of official actions and criminal justice records unless such person signs a statement which affirms that such records shall not be used for the direct solicitation of business for pecuniary gain.

**24-72-309. Violation - penalty.** Any person who willfully and knowingly violates the provisions of this part 3 is guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than one hundred dollars, or by imprisonment in the county jail for not more than ninety days, or by both such fine and imprisonment.

By signing this form I acknowledge that I have read and understand the Colorado Revised Statute above.

\_\_\_\_\_  
Signature Date

**IMPORTANT – PLEASE READ:** Any copies of requested records will be held for 90 days. If not picked up within 90 days the copies will be destroyed and will need to be re-ordered.

FOR DEPARTMENT USE ONLY:

ID VERIFIED BY \_\_\_\_\_

RELEASE METHOD:  IN PERSON  MAIL  FAX NO. \_\_\_\_\_

DATE CONTACTED \_\_\_\_\_ TIME \_\_\_\_\_

LVM \_\_\_\_\_  SPOKE WITH REQUESTOR

TOTAL DUE: \_\_\_\_\_ RELEASED BY: \_\_\_\_\_