

Open Records Request

The Trenton Police Department follows DPPS 18 U.S. C. 2721

It is the goal to provide all available records to persons requesting documents from the Town of Trenton Police Department. Though not required, completing the following information aids in processing your request efficiently and timely. Fees for open records shall be as follows:

- Paper: \$5.00 for the first page, and \$0.50 for each additional page.
- Video: \$15 for physical media (e.g., flash drive) plus cost of time for redaction per Wis. Stats. §19.35(h).

Fees must be paid before the report is released (Wis. Stats. §19.34) Information obtained directly from DOT files will be redacted from all reports per Driver's License Protection Act 18 U.S.C. 2721. Records requests will be completed within 10 days of receipt of the request.

PLEASE COMPLETE THE FOLLOWING:

NAME: _____
FIRST MIDDLE LAST

ADDRESS: _____
STREET CITY STATE ZIP

PHONE: _____ DATE: _____

RECORD(S) REQUESTED (PROVIDE INCIDENT NUMBER, IF ANY):

☐ Complaint Report _____ ☐ Arrest Report _____

☐ Accident Report _____ ☐ Other Report _____

INCIDENT DETAILS:

NAME OF PERSON INVOLVED: _____
FIRST MIDDLE LAST

DATE OF INCIDENT: _____ REPORT NUMBER: _____



POLICE DEPARTMENT RESPONSE:

Information released: _____

Information not released: _____

Reason for denial, if any: _____

Officer processing request: _____ Date: _____

Description (pages, video): _____ Fee: _____