



POLICE DEPARTMENT
Town of Duxbury
Commonwealth of Massachusetts

www.duxburypolice.org



PUBLIC RECORD REQUEST

When requesting police records, the following specific information is needed to ensure that the correct report is created for you from our files. Please direct any questions you may have to the Police Department Records Division at (781) 934-5656 ext. 1131 during regular business hours of 8:00a to 4:00p, M-F or to the Public Records Access Officer via email at RAO@duxburypolice.org.

----- *Crash reports may be obtained at crashlogic.com (there is a \$10 fee for online reports)* -----

TYPE OF RECORD: ☐ Crash Report ☐ Incident/Arrest Report ☐ Photo/Video/Audio ☐ Other

DATE(S) OF INCIDENT/EVENT: _____ to _____ INCIDENT # _____

LOCATION(S) OF INCIDENT/EVENT:

NAME(S) OF PERSON(S) INVOLVED:

DESCRIPTION OF INCIDENT OR DOCUMENT REQUESTED (*Providing detailed and complete description of the records you seek will decrease the time needed to produce the records and increase the accuracy of the response.*)

DATE OF REQUEST: _____

NAME OF PERSON MAKING REQUEST: _____

ADDRESS: _____
(Street) (City) (State) (Zip Code)

TELEPHONE # _____ EMAIL: _____

FEES - Most routine documents are priced at \$.05 per page/copy. Photo/Audio/Video requests over email data limits will be charged the cost of the storage media. For all other requests, an estimate will be given prior to preparation.

PREFERRED DELIVERY METHOD - ☐ PickUp at Station ☐ Email ☐ US Mail ☐ Fax _____

Telephone: (781) 934-5656
Fax: (781) 934-0688

155 MAYFLOWER STREET
DUXBURY, MA 02332