

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 8:00 am to 4:00 pm, M-F. The Records Access Officer may also be reached at RAO@duxburypolice.org

Crash reports can also 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 number ____ Location(s) of incident/event_____ Names of involved persons(s)_____ 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 requesting report: Street: ______ City/Town: _____ State: Area Code: Telephone: Email address: Fees – Most routine documents will be 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 -Pick up at station **Email US Mail**

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

Fax