



POLICE DEPARTMENT
VILLAGE OF FOX POINT

OPEN RECORDS REQUEST

NOTICE: Pursuant to Wisconsin §19.35(1)(h)(i), requests do not have to be in writing and the requestor is not required to state the purpose of the request, nor identify themselves. However, completion of this form will assist us in processing your request.

Date of Request: _____ Time of Request: _____
Requestor's Name: _____
Requestor's Email: _____
Requestor's Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

(Name, email, and address asked for convenience of return only – not required per state statute)

Description of Public Records to be inspected and/or copied (*Be as specific as possible*):

Date of Incident: _____ Location: _____
Name(s) of Person(s) Involved: _____
Record Description: _____

Please read and complete The Federal Driver's Privacy Protection Act (DPPA) form if you are seeking records which may contain personal or highly restricted personal information. The form must be completed for purposes of determining whether such information should be released or redacted.

Fees and charges related to obtaining or locating records may apply as outlined in the Public Records Fee Schedule.

Please allow 5 to 10 business days for your request to be processed

Submit completed forms to policerecords@villageoffoxpoint.com