



# PAYSON POLICE DEPARTMENT

303 N. Beeline Hwy. Payson, AZ 85541 Fax: (928) 474-4558

## Record Information Request

**\*\* ACCIDENT REPORTS are available on [www.buycrash.lexisnexisrisk.com/](http://www.buycrash.lexisnexisrisk.com/) \*\***

Pursuant to A.R.S. 39-121.0, 39-121.02, 39-121.03, I am requesting access to the following described record in the possession of the Payson Police Department. I further agree to pay for all expenses incurred in locating, searching, and copying of the documents as indicated by the Payson Police Department fee schedule.

**Allow 15 business days to process report requests and up to 30 days for all other types of requests.**

*Date of Request:	
*Requesting Party:	
*Address:	
*Home Telephone:	
*E-mail:	

- \*Required
- ☐ Requesting party will pick up ..... (Payment due at pickup)
- ☐ Mail request ..... (Prepay is required)
- ☐ E-mail request (Report only) ..... (No charge; max. 20 pages)

Type of Incident (Required):			
Case Number:		Officer:	
Date of Incident:		Or years to search:	
Name of Person Involved:			
Address:			
Birth Date (If known):			
Type of Records Requested:	<input type="checkbox"/> Report <input type="checkbox"/> Lab Results <input type="checkbox"/> Photos Other: _____		
Photos/Audio/Video/Other: \$25 per disc			

In accordance with A.R.S. §39-121.03, I certify that the record being requested (select 1):

☐ is NOT for a commercial purpose; OR ☐ IS for a commercial purpose.

Explain Commercial Purpose:

An individual who knowingly falsifies this certificate for a document under these provisions is guilty of a Class 6 felony. Further, any person who obtains a public record for a non-commercial purpose and uses or knowingly uses such public record for a different commercial purpose or who obtains a public record from anyone other than the custodian of such records and uses them for a commercial purpose shall be liable to the state or the political subdivision for the amount of three times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose or actual use been stated at the time of obtaining the records.

**Signature:**

### DISCLAIMER- INDEMNIFICATION

Requester understands and agrees that Payson Police Department does not guarantee the accuracy of the data and information requested and hereby expressly disclaims any responsibility for the truth, lack of truth, validity, invalidity, accuracy, or inaccuracy of said data and information. Requester agrees to indemnify Payson Police Department, its officers, and employees from any liability that may arise from the requester's unauthorized use or transmission of any such data or information in its actual or altered form.

### For Department Use Only:

Date:		Report Status:	
Date:		Report Status:	
Date Notification Made:		Note:	
Date Picked Up:			
Date Mailed/Emailed:		Report Released by:	

**PRINT and MAIL:** to Payson Police Department - Records, 303 N. Beeline Hwy, Payson, AZ 85541 **OR Save As...** to your computer then email to: [policerecords@paysonaz.gov](mailto:policerecords@paysonaz.gov)

Reviewed:

| PPD 2022-01