

**BOULDER POLICE DEPARTMENT - PROPERTY AND EVIDENCE UNIT
APPLICATION FOR RELEASE OF CRIMINAL JUSTICE RECORDS**

Deliver to 1805 33rd, Boulder CO 80301 or

Email as attachment to propertyrequest@bouldercolorado.gov

Person Requesting _____

Case# _____

Phone _____ Email _____

Date of Request _____

Representing: Self

Other _____

Association _____ if _____ representing _____

Other _____

TYPE OF REQUEST (\$7.00/item plus \$30.00/hour for research and/or redaction, 1/2 hour minimum)

_____ Request for photos (CD only)

_____ In-car video

_____ Other: _____

(FOR OFFICE USE)

Amount Due \$ _____

Amount Paid \$ _____

Cash Check # _____

Other: _____

P&E Tech. Initials _____

USE OF THIS INFORMATION IS REGULATED BY LAW -- DO NOT DISSEMINATE

Note: According to Colorado Revised Statute 24-72-305.5, records of official action, criminal justice records, or the names, addresses, telephone numbers, and other information in such records shall not be used by any person for the purpose of directly soliciting business for pecuniary gain. A violation of this section subjects you to criminal charges.

I affirm that I will not use the records, or any portion of the records requested for the purpose of directly soliciting business for pecuniary gain.

Signature _____ **Date** _____

(The signature above also indicates an understanding that duplications not picked up within two weeks of completion will be destroyed.)

(FOR OFFICE USE)

INFORMATION RELEASE AUTHORIZATION

Property and Evidence Supervisor _____ Yes No

If **NO**, _____

Other actions taken or notes including partial releases _____

Duplication completed by: _____ Requesting Party Notified by: _____ Phone Email

Release information: Window Mail (P&E supervisor authorization needed – special circumstances only)

P&E Tech. Initials _____ Date _____

Received by: Signature _____ Date _____

