

**PARMA HEIGHTS POLICE DEPARTMENT**  
**PUBLIC RECORDS REQUEST**

Date of Request: \_\_\_\_\_

I, \_\_\_\_\_/Phone: \_\_\_\_\_

desire to obtain a copy of a Parma Heights Police Department report relating to the following incidents:

1. Incident involves a: Traffic Accident ( ), Crime ( ), Other ( ) \_\_\_\_\_
2. Description of the Record Requested (be specific): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Date of Incident: \_\_\_\_\_
4. Location of Incident: \_\_\_\_\_
5. Report/Log Number(s): \_\_\_\_\_

Signature and Badge of Officer/Dispatcher releasing the copy: \_\_\_\_\_

**YOU ARE NOT REQUIRED TO COMPLETE THIS FORM**  
**YOU ARE NOT REQUIRED TO IDENTIFY YOURSELF**

For Department Use Only	
Date of Completion: _____	Cost of Report: \$ _____
Receipt #: _____	Date Distributed: _____
Redactions: _____	