

Hubbard Police Department

Public Records Request Form

This is a request to review public documents or reports of the City of Hubbard Police Department pursuant to Oregon Public Records Act and City Resolution No. 364-2003. I understand that these documents may not be immediately available and that the Hubbard Police Department has up to 30 days to provide the requested records. I acknowledge that there may be a cost associated with the research time, as well as a cost to obtain the requested reports. I also understand that payment is required before I may obtain a copy of any report. I understand that some reports will not be available through this agency.

Records Requested

Please be as specific as possible. Include time ranges, involved parties and their date of births, property address, case numbers, etc.

Requester Name [Please Print]

Requester Signature

Mailing Address

Date of Birth

Daytime Phone Number

For Office Use Only

[Time Stamp]

Action Taken:

Approved ☐

Denied ☐

Notes: