

**LAKWOOD POLICE DEPARTMENT**  
**REQUEST FOR RECORDS SEARCH**

445 S ALLISON PKWY  
LAKEWOOD, CO 80226  
LPDRECORDS@LAKEWOODCO.ORG

**CASE REPORT #**

THIS IS A REQUEST FOR A RECORDS SEARCH ONLY. RECORDS MAY NOT BE AVAILABLE FOR RELEASE.

**RESEARCH AND PROCESSING FEES ARE NON-REFUNDABLE**

APPLICANT \_\_\_\_\_ DOB \_\_\_\_\_

CHECK THIS BOX IF YOU ARE A VICTIM OF THE CRIME DETAILED IN THE REQUESTED REPORT (PURSUANT TO C.R.S. SECTION 24-4.1-302)

ADDRESS \_\_\_\_\_ TELEPHONE \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

I WOULD LIKE TO RECEIVE RECORDS BY:    EMAIL    FAX (+\$2.00)    MAIL    PICK UP

**THE FOLLOWING INFORMATION IS REQUIRED IN ORDER TO PROCESS A RECORDS REQUEST**

TYPE OF INCIDENT \_\_\_\_\_ DATE & TIME OF INCIDENT \_\_\_\_\_

LOCATION OF INCIDENT \_\_\_\_\_

SUBJECT'S NAME \_\_\_\_\_ SUBJECT'S DOB \_\_\_\_\_

RELATIONSHIP TO SUBJECT \_\_\_\_\_ JUVENILE

APPLICANT'S REASON FOR REQUEST \_\_\_\_\_

**REQUEST THE RELEASE OF:**

**LAKEWOOD, CO RECORDS ONLY**

POLICE REPORT (\$8.00)

AUDIO/VIDEO (\$25.00)

BACKGROUND CHECK (\$8.00)

CERTIFIED POLICE REPORT (\$13.00)

TRAFFIC CAMERA SEARCH (\$50.00)

CLEARANCE LETTER (\$15.00)

PHOTOS (\$15.00)

BODY WORN CAMERA FOOTAGE (\$45.00/HOUR, \$22.50/HALF-HOUR, **MINIMUM ONE-HOUR FEE**)

*THE UNDERSIGNED HEREBY AFFIRMS THAT UPON RECEIPT OF CRIMINAL JUSTICE RECORDS FROM THE LAKEWOOD POLICE DEPARTMENT, SUCH RECORDS SHALL NOT BE USED FOR THE DIRECT SOLICITATION OF BUSINESS FOR PECUNIARY GAIN, AND THAT ANY BOOKING PHOTOGRAPHS OBTAINED WITH THIS REQUEST WILL NOT BE PLACED IN A PUBLICATION OR POSTED TO A WEBSITE THAT REQUIRES THE PAYMENT OF A FEE OR OTHER EXCHANGE FOR PECUNIARY GAIN IN ORDER TO REMOVE OR DELETE THE BOOKING PHOTOGRAPH FROM THE PUBLICATION OR WEBSITE, PURSUANT TO SECTION 24-72-305.5, C.R.S.*

**\*\*FOR JUVENILE RECORDS, I SWEAR OR AFFIRM THAT MY RELATIONSHIP TO THE ABOVE LISTED JUVENILE IS TRUE AND CORRECT.\*\***

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**DEPARTMENTAL USE ONLY**

ID VERIFIED \_\_\_\_\_ TECH INITIALS \_\_\_\_\_ FEE PAID \_\_\_\_\_ DATE \_\_\_\_\_

RECORDS APPROVED

RECORDS DENIED

MEDIA APPROVED:

PHOTOS

AUDIO/VIDEO

BWC

DEPARTMENT SIGNATURE \_\_\_\_\_

COMMENTS \_\_\_\_\_

**ALL REQUESTS NOT PAID FOR BY THE APPLICANT WITHIN 30 DAYS WILL BE DESTROYED**