



**APPLICATION FOR RELEASE / INSPECTION OF CRIMINAL JUSTICE RECORD**  
Silt Police Department

To: Records Custodian, Silt Police Department Date of Request: \_\_\_\_\_

Name: \_\_\_\_\_ of (business name if appropriate) \_\_\_\_\_  
(please print)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email address: \_\_\_\_\_

**Request the release of:**

Accident report     Digital Evidence     Case/Incident Report     Records Check

**FEES FOR COPIES:**

Case/Incident Report	\$15
Accident Report	\$10
Records Check	\$15
Document Copies	\$0.25/pg.

Research Fee (after 1 <sup>st</sup> hr.)	\$33/hr.
Digital Evidence: Video, Audio, Photos, or Body Worn Camera	
*If provided on USB (price per USB used)	\$30/each
*If provided through email	\$20

**The following questions are requested to identify the proper record:**

Case/Incident # \_\_\_\_\_ Incident Type \_\_\_\_\_

Date of Incident \_\_\_\_\_ Time of Incident \_\_\_\_\_

Location of Incident \_\_\_\_\_

Person(s) Involved \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**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 soliciting business for pecuniary gain. The official records custodian shall deny any person access to records of official actions and criminal justice records unless such person signs a statement which affirms that such records shall not be used for the direct solicitation of business for pecuniary gain.

I affirm that the names, addresses, telephone numbers and any other information in this record shall not be used for the purpose of soliciting business for pecuniary gain (Pecuniary: Consisting of or pertaining to money; requiring payment of money).

Signature \_\_\_\_\_ Date \_\_\_\_\_

**OFFICIAL USE ONLY**

I.D. verified                     Yes     No                    Inspection granted                     Yes     No  
Search while applicant waited     Yes     No                    Delayed search                     Yes     No

Number of pages released \_\_\_\_\_ Amount \$ \_\_\_\_\_

Delivered:  In Person     Email: \_\_\_\_\_  Sent by USPS

If inspection denied – reason \_\_\_\_\_

Applicant notified of denial by     Phone     In-person     By mail     E-mail

Signature of Records Technician \_\_\_\_\_ Date \_\_\_\_\_