



ALTOONA

POLICE

Altoona, WI

Records Request

Please note: Completion of this form in its entirety is voluntary but will assist in our ability to fulfill your request. The more information you can provide, the better we can serve you.

Requester Information:

Name: _____

Address: _____

Phone: _____ Email: _____

Records Request Details:

Name(s): _____

Date of Occurrence: _____ Case Number(s): _____

Location of Occurrence: _____

Brief Description of Request: _____

Purpose of Request: _____

Department Use:

Request Received By: _____ Title: _____

Date/Time Received: _____ Completed: _____

Request Fees: _____ Action Taken: () Approved () Denied in Part () Denied

1904 Spooner Ave., Altoona, WI 54720

Office: 715-839-6090 Fax: 715-839-1610 Non-Emergency: 715-839-4972

Website: <https://www.ci.altoona.wi.us/police/> Records Email: khamm@altoona-wi.gov

*Fees are based on location and reproduction time, as well as physical resources used.