

FERRRELVIEW, MISSOURI POLICE DEPARTMENT
REQUEST FOR REPORT REPRODUCTION

Copies of reports will be available at the Ferrelview Police Department's Office within 10-20 working days after the initial report has been made. Information regarding a report cannot be obtained by telephone, however, citizens may call to find out if a report is available prior to responding.

If making a request by mail, please include Section A of this form and \$5.00 per Accident Report or Incident Report. Include \$5.00 for each Arrest or Investigative Report requested. Copies of mail-in requests may take up to 30 days to receive, depending on the volume of requests. Mail to: Police Department, Records Unit, 205 Heady Ave, Ferrelview, Missouri, 64163. **MAKE PERSONAL CHECK, CASHIER'S CHECK, BUSINESS CHECK, OR POSTAL MONEY ORDER PAYABLE TO THE VILLAGE OF FERRELVIEW.** A stamped, self-addressed business type envelope must be included so that your claim may be processed. Release of criminal offense reports will be in strict accordance with Missouri Law.

Section A

Name _____ Case Report Number: _____
Address _____ Apt. # _____ Date of Occurrence: _____
City _____ Type of Report: _____
State _____ Zip _____ Location: _____

NOTE: Cash, cashier's check, personal check, business check, or postal money order will be accepted for payment. **DO NOT SEND CASH THROUGH THE MAIL.**

Section B

Please Detach For Your Records

Date of Occurrence: _____ Case Report Number: _____
Type of Report: Vehicular _____ Offense: _____
Location: _____
Reporting Officer: _____ Serial #: _____
Assignment: _____ Unit Phone: _____
Unit Handling Follow-up: _____ Unit Phone: _____

- You may not be personally contacted by an investigator unless further information is needed. If you have additional information or have recovered your property (to include automobiles), please contact the Police Department.
- If you have questions regarding obtaining copies of reports, please contact the Ferrelview Police Department at 816-464-5010 between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday.
- If you have additional information to add to your police report, please contact the Police Department or Officer to whom the report was made.
- If you have questions regarding the investigation, please contact the Police Department at (816) 464-5010.
- If the police, in regard to this incident recovered property and you can prove ownership, please contact the Police Department between the hours of 11:00 a.m. and 3:00 p.m., Monday through Friday. You must give a prior notice of 24 hours before being allowed to pick up property.

Section C

VEHICLE DRIVER INFORMATION

Name _____
Phone # _____
Address _____
Insurance Carrier/Policy # _____
Vehicle Make and Year _____
Vehicle License _____