



Police Dept Use ONLY	
Date Rec'd	
Call #	
Inc/Acc#	
Approved by	
Delivered	
Fee Rec'd	

WARREN POLICE DEPARTMENT TPO Box 606, Warren, MA 01083

Request for Police Report

According to the policy of this Department, all report requests are subject to a review procedure before being released and may not be immediately available.

It is our goal to provide the public with access to information legally defined as public, while maintaining the confidentiality of information exempted by law. If approved, the report you receive may have some information redacted.

The cost of a typical report is \$5.00, payable at the time your request is turned in to the Police Department. Longer or archived reports may be subject to an additional reasonable fee for research and redaction. If cost exceeds \$5.00, you will receive an estimate.

All requests will be handled as quickly as possible, however, current provisions allow for up to 10 business days to process requests.

Special Note about Motor Vehicle Accident Reports: For insurance purposes, your insurance company should issue their own request to us and pay the appropriate fee on your behalf. You may request and pay a fee for, a copy of the police report about your accident for your own information, but you are not required to purchase a copy for your insurance company.

Please complete the following information in its entirety:

Today's Date: _____

Your Name: _____

Address: _____

Phone #: _____

****Fee must be in the form of a check or money order made out to the Town of Warren.****
Cash is NOT accepted.

To help us locate the information you are requesting, please complete:

Type of Incident: _____

Name of any involved party/and or location:

Date/Time occurred or reported:

PRIVACY STATEMENT

We will use the information you include on this form to comply with your request. Please note that your request itself is a public record and may be released under the provisions of the Massachusetts Public Records Act. We will not release this information for any other reason.