

## Town of Auburn Police Department 416 Oxford Street North Auburn, Massachusetts 01501

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Serving The Community Through Knowledge & Vigilance

## AUBURN POLICE DEPARTMENT PUBLIC RECORDS REQUEST

Requests for public records may be oral, written, in person or by mail. MGL Ch. 66 S 10 (b). A requestor need not identify himself/herself. 950 CMR 32.05 (5) (Unless requesting that the reports be mailed to you.) All requests will receive a response within ten days. MGL Ch. 66 S 10 (a-b).

Any person denied a public record may seek redress through the administrative process provided by the Office of the Supervisor of Public Records. 950 CMR 32.08 (2).

Reports will not be released until the investigation has been completed, the report filed, typed, and reviewed by a supervisor. This generally takes a minimum of four weeks.

The following **optional** information is requested to assist in finding your requested information.

Name:	
Date:	
Address:	
Day Phone:	Night Phone:
Type of Report Requested: please circle report/s requested  *Accident *Arrest *Incident *Other	
Incident Date:	_ Incident Number:
Name of Victim:	_ Name of Defendant:
Name of Vehicular Drivers:	Other Info: