



Nunn Police Department
Administration Division-Records Section

Record Number _____

Request for Record

All requests for records must be made through the Records Section of the Nunn Police Department. Costs for reproduction of records have been authorized by Colorado Revised Statute 24-72-306 and set by Town of Nunn Resolution 2022-01. Initial research fees are nonrefundable.

Date of Request: _____ Report # _____

Depending on the status of the report, you may be referred to the Weld County District Attorney's Office to initiate your request through their office.

Nunn PD Case Report- fee of \$30.00 is required for research & retrieval with an additional \$.25 per page processing will be assessed once report is available for release.

Case Photos-fee of \$30.00 is required before request will be processed.

Video and/or Audio Recording- Research & invoice are completed after request received. Once payment is made on the invoice, the video or audio will be processed. **DESCRIBE WHAT YOU ARE REQUESTING:**

PLEASE PRINT

Person Named in Report:	Date of Birth:	Social Security No:		
Address of Person:	City:	State:	Zip:	Phone:
Incident Date/Time:	Incident Location:			
Name of Requester:	Date of Birth:	Relationship to Person Named:		
Company/Agency Name:				
Requester Address:	City:	State:	Zip:	Phone:
When request is complete (choose one)	☐ Mail	☐ Email	☐ Fax	☐ Call to Pick Up
Fax #:	Email:			

CRS 24-72-305.5-Access to records-denial by custodian-use of records to obtain information for solicitation.

Records of official actions and criminal justice records and the names, addresses, telephone numbers, and other information in such records shall not be used by any person for soliciting business for pecuniary gain. The official 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 I shall not use the requested information for direct solicitation of business for pecuniary gain and acknowledge that such violation is a class 3 misdemeanor under CRS 24-72-309.

Requester's Signature: _____ Date signed: _____

Signed request forms can be emailed to: info@nunnpolice.org or faxed to: 970.897.2866

RECORDS USE ONLY

Received by:	Date:	Research fee:	Page fee: ____\$.25/page Paid:
Processed by:	Date:	Paid: ☐ Yes ☐ No ☐ Waived	Additional Fees Due: ☐ Yes ☐ No
Released by:	Date:	Form of Payment: ☐ Cash ☐ Check	Additional Fees Paid: ☐ Yes ☐ No
☐ Mailed ☐ Picked Up ☐ Emailed ☐ Faxed	# of Documents Released:	☐ Credit Card ☐ Billed	Logged: ☐ Yes ☐ No