

Otero County

# TULAROSA BASIN REGIONAL DISPATCH AUTHORITY

PHONE: 575-437-2210

2351 EDDY DR. ALAMOGORDO, NEW MEXICO 88310

FAX: 575-434-3403

## PUBLIC REQUEST FOR REPORTS

Certain information may not be released, this includes, but is not limited to, information regarding juvenile offenders, pending investigation, information that would impede investigations, and information that violates the right of personal privacy.

Printed Computer Aided Dispatch Reports \$.50/page

Audio/Computer Aided Dispatch Reports or other data on USB Drive \$12

No Fee for Digital requests but an email is required..

Please use a separate request form for each incident

PLEASE PROVIDE THE FOLLOWING INFORMATION

### YOUR PERSONAL INFORMATION

TODAY'S DATE:		
YOUR NAME:		
YOUR ADDRESS:		
CITY:	STATE:	ZIP:
PHONE NUMBER:	EMAIL ADDRESS (IF PREFER YOUR RECORDS EMAILED):	

### INCIDENT INFORMATION

TYPE OF RECORD:	<input type="checkbox"/> CAD	<input type="checkbox"/> PHONE/RADIO RECORDINGS	<input type="checkbox"/> OTHER
LOCATION OF THE INCIDENT:			
DATE OF THE INCIDENT (IF UNKNOWN PROVIDE A DATE RANGE):			
TIME OF THE INCIDENT:	CASE/LONG TERM ID NUMBER (IF KNOWN):		
BRIEF DESCRIPTION OF WHAT RECORD(S) YOUR ARE SEEKING			

### -----DEPARTMENT USE ONLY-----

<b>REQUEST DENIED:</b>			
<input type="checkbox"/> PENDING INVESTIGATION	<input type="checkbox"/> JUVENILE REASONS	<input type="checkbox"/> OTHER	
<input type="checkbox"/> UNABLE TO PROCESS – REASON _____		REFERRED TO: _____	
DENIED BY _____	DATE _____	NOTIFIED BY _____	DATE _____
<b>REQUEST APPROVED:</b>			
<input type="checkbox"/> APPROVED WITHOUT DELETIONS		<input type="checkbox"/> APPROVED WITH DELETIONS	
APPROVED BY: _____		TYPES OF DELETIONS: _____	
DATE: _____			