



City of Madison Police Department

211 S. Carroll Street
Madison, Wisconsin 53703

Records Requests
Phone: 608-266-4075
608-266-4969

Accident Reports
Phone: 608-266-4072
Fax: 608-267-1117

*****RECORDS RELEASE REQUEST*****

Requests may be made in person at the records window or by U.S. Mail only. Please see our list of fees.

Requestor: _____

NAME

COMPANY NAME

CLAIM NUMBER IF APPLICABLE

ADDRESS

CITY, STATE, ZIP

EMAIL ADDRESS

DAYTIME PHONE NUMBER

FAX NUMBER

Please send request by: U.S. Mail FAX Pick-Up Email

Request is being made for a copy of the following City of Madison Police Department record(s):

CASE # DATE/TIME OF INCIDENT ADDRESS OF INCIDENT

CASE # DATE/TIME OF INCIDENT ADDRESS OF INCIDENT

CASE # DATE/TIME OF INCIDENT ADDRESS OF INCIDENT

Other records: (Please provide a brief description of the records sought)

Please check here if records need to be Certified: (Additional \$6.00 fee applies for certified copies)

Please allow 5 working days for officers to complete their reports. All requests are subject to review which may take an additional 7 –10 days to complete. If you have not received your report after 14 working days, please call 608-266-4075.

Prepayment may be required on requests exceeding 5 reports or \$5.00.

For internal use only: Date Received _____