

- **Traffic Accidents: \$7.50**
- **Case Reports: \$10.00**  
Case narrative only; pictures are not included
- **Audio/Video Recording: \$25.00**  
Single continuous recording only – will only be emailed

Redaction Services: Quotes available upon requestor needs

**NOTE:** If the case you are requesting has been filed with the District Attorney's Office, you must contact them for a copy of the report. You can contact their office at 719.520.6000 or in person at 105 E. Vermijo, Room 205, Monday to Friday from 8:00 a.m. to 12:30 p.m.

Information from the Colorado Crime Information Center (CCIC) and National Crime Information Center (NCIC) is for law enforcement use only and will not be included in the request.

If this request is for an open criminal case in which the investigation continues, it will not be released to protect the investigation and/or subsequent prosecution.

Information will not be released until the record has completed the formal approval process.

**Please complete all fields completely to avoid any delays in processing your request. One record request per form. If you need multiple records, please use additional records request forms.**

1. What type of record is wanted? (Choose only one):

Traffic Accident      Case Report      Audio Recording

2. Date of occurrence:

Time:

Location of Incident:

3. Report Number or Citation Number(if known):

4. Name of Person Involved:

Suspect:

5. Reason you need this report:

"I verify by signing this that any record(s) I obtain will not be used for direct solicitation of business for pecuniary gain." Per Colorado Revised Statute 24-72-305.5

Requested By:

Address:

Signature:

Date:

Telephone Number

Email:

- **PAYMENT FOR REPORT MUST BE MADE AT THE TIME OF REQUEST.**
- **This form can be completed online at <https://police.uccs.edu>**

**UCCS DPS Use Only: Payment**

Received: \_\_\_\_\_

Date: \_\_\_\_\_