APPLICATION FOR PUBLIC RECORDS

City of Des Moines Police Department

Police Case Number: _____

Date of Incident: _____ Time:_____ Offense:_____

Location of Incident: _____

Name of Person(s) involved:_____ D.O.B._____

Check the box next to the information you are requesting and provide the applicable information. Fees are charged per event requested.

$5.00 each:		**$15.00 for the first 15 minutes, $10.00 each additional 15 minutes*:**	
Vehicle Accident Report (Attach copy of DL)	☐	Dispatch Audio Record	☐
Police Case Report	☐	Body Camera Recording	☐
Trip Log	☐	In-Car Camera Recording	☐
OWI Report	☐	Photo CD	☐
Officer's OWI Certification	☐		
PBT Calibration Log	☐		

*Time spent to prepare the media. Please provide a contact number/email below so a representative can contact you with an estimate.

For Arrest Record and VISA Letter Requests only: ☐ Arrest Record **$5.00** ☐ VISA Request **$5.00**

Name: _____ Alternate Name: _____

Address: _____

D.O.B. _____ SSN: _____

Month Day Year

Application is hereby made for the requested records maintained by the Des Moines Police Department in accordance to City Ordinance 2-130. Records requested may be confidential under the City Ordinance or Code of Iowa and not available for release. Requests will be processed as soon as possible and in most cases within 10 working days.

_____ _____

Applicant's Name and *Email address (**please print legibly**) Phone Number (pickup/estimate)

Received by _____

Acceptable payment methods: MasterCard, Visa, Check, or Exact Cash. No Change available.

Revised 12/03/2020