



South Hadley Police Department

41 Bridge Street

South Hadley, MA 01075-2844

Tel. 413-538-8231 - Fax 413-533-0697



David J. LaBrie
Chief of Police

REQUEST FOR POLICE REPORT

Date: _____

Please provide the following information as accurately as possible.

Your Name: _____

Your Address: _____

Phone Number: () _____

Type of Report: Accident _____ Incident: _____ Other: _____

Date of Accident or Incident: _____

Approximate Time: _____ a.m. p.m.

Location of Accident or Incident: _____

If Incident, Type: (ex. Breaking & Entering, Larceny, etc.) _____

Name of Principle Party: (or driver, if accident) _____

If other, provide sufficient information to assist us in locating the record: _____

FEES: Accident Reports: **\$10.00**

Incident Reports: **\$1.00** plus **\$50** for ea. Additional page (other fees may apply).

****All fees are payable in advance in order for the request to be processed. Reports will then be available within 3 business days. Reports will be held for 30 days after the requested date, after that date they will be destroyed and you will have to resubmit and repay for another one.**

FOR OFFICE/DISPATCH USE ONLY

Amt. paid: _____

Total Fee: _____
(TO BE FILLED BY SECRETARY)

Bal Due: _____
(TO BE FILLED BY SECRETARY)

Date: _____ Intl: _____

Attach money to sheet