ORLEANS POLICE DEPARTMENT

TEL. 508-255-0117
99 ELDREDGE PARK WAY
ORLEANS MASSACHUSETTS 02653-3307

SCOTT W. MACDONALD
CHIEF OF POLICE

Record Request for Police Reports

The records clerk has up to 10 business days to respond to a records request.
We will inform you prior to fulfilling your request if there is a fee.

Today's Date _____

Requestor Information (Please write clearly)

Name _____

Address _____

_____

Phone Number _____

Date and/or Location of Incident _____

Incident Number (if available) _____

Other Pertinent Information

_____

ADMIN USE ONLY

JUSTFOIA #_____

Completed _____

Notes_____
_____
_____
_____
_____
_____
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_____

Type of Incident (Check all that apply)

- ☐ Motor Vehicle Crash
- ☐ Larceny/Theft
- ☐ Vandalism
- ☐ Other – please state _____

- ☐ Email my report (Please write clearly) _____
- ☐ I will pick up my report at the Orleans Police Station
- ☐ Please mail my report to the following address:

_____

_____