

New Ipswich Police Department

670 Turnpike Road
New Ipswich, NH 03071

Timothy A. Carpenter
Chief of Police

Tel: (603) 878-2771
Fax: (603) 878-4675

REQUEST FOR COPY OF A POLICE REPORT

To: Chief of Police

Name: _____ Telephone #: _____

Mailing Address: _____

E-Mail Address: _____

I hereby request a copy of the following police report(s):

Accident Arrest Incident Domestic Violence Incident/Arrest (if you are the victim)

Other (explain) _____

Date of Incident: _____ Report Number (if known): _____

Location: _____ Reporting Officer: _____

I understand that the established fee(s) for providing reports is as follows:

First five pages.....	\$15.00 minimum
Each additional page	\$ 1.00 per page
Photographs	\$.50 per photograph
Audio tapes	\$15.00 each
DVDs.....	\$10.00 each
Video tapes	\$40.00 each
Domestic Violence Victims	No charge for reports
PDF File via e-mail.....	No charge for reports

I want to receive this file as (check one): A PDF File via e-mail (free) A paper copy (for a fee)

Please allow five days for delivery (as long as the report is complete and has been approved). We do not accept cash, please make your check or money order payable to "Town of New Ipswich". Please note, that in some cases we may require payment in advance.

Date of request: _____ Signature: _____

*Please note that insurance companies routinely request and pay for copies of reports on any claims that you make with them. Please consult with your insurance company as to whether or not they have already requested a copy of the report. We will be happy to provide a copy of any report to you, but you will be billed for this report even if your insurance company has requested and paid for their own copy.