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Biloxi, MS 39533  
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Email: publicrecords@biloxi.ms.us  
www.biloxi.ms.us

## REQUEST TO INSPECT, COPY OR REPRODUCE PUBLIC RECORDS

(Please Print or Type)

TODAY'S DATE: \_\_\_\_\_ PHONE: \_\_\_\_\_

PERSON REQUESTING: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

NAME OF BUSINESS (If Applicable): \_\_\_\_\_

If Attorney/Insurance Co. Making Request, Client's Name: \_\_\_\_\_

**SUBJECT MATTER:**

(Any request shall be clear and concise and shall be directed toward only one subject matter)

**MANNER OF COMPLIANCE:**  
 Personally Inspect  
 Personally Copy  
 Photocopy of Document

**MANNER OF DELIVERY:**  
 By Mail to Address Above  
 To Pick Up In Person  
 Fax if Possible  
 Email if Possible

For further information regarding this form and the City's Public Records Policy, please see the following code Sections: Chapter 2, Article IX. Public Records, Code of Ordinances of the City of Biloxi, and Section 25-61-1 et. seq. of the Mississippi Code of 1972, as amended. A copy of these Code Sections is available for review upon request.

I understand that the actual cost of compliance with my request, if granted, shall be borne by me, including mailing cost if applicable. Actual cost of compliance with my request, if granted shall be paid by me in advance of the receipt of any information.

Rg

For Samuel Sinyangwe



SIGNATURE OF PERSON REQUESTING RECORDS

**DO NOT WRITE BELOW THIS LINE**

REQUEST IS DIRECTED TO: Municipal Clerk/Deputy Municipal Clerk - City Hall, Second Floor

**ESTIMATE OF COST:**  
Copies \_\_\_\_\_ @ .35¢ each = \$ \_\_\_\_\_  
Research \_\_\_\_\_ @ \$5.00 each = \$ \_\_\_\_\_  
Computer Time \_\_\_\_\_ @ \$50.00/hour = \$ \_\_\_\_\_  
Accident Report\* \_\_\_\_\_ @ \$15.00 each = \$ \_\_\_\_\_  
Other Cost \_\_\_\_\_ = \$ \_\_\_\_\_  
Total Estimate \$ \_\_\_\_\_

\*Include an Affidavit of Authorized Person if requesting an accident report

Receipt # \_\_\_\_\_ Total Amount Paid \$ \_\_\_\_\_

REQUEST APPROVED: \_\_\_\_\_ REQUEST DENIED: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
Municipal Clerk/Deputy Municipal Clerk

DATE OF COMPLIANCE: \_\_\_\_\_ DEPARTMENT: \_\_\_\_\_

To Whom It May Concern:

Pursuant to the Mississippi Public Records Act, I hereby request the following records:

1. the total number of use of force incidents reported by the police department, separated by year and by type of force used from 2013-2020 (for example, "27 taser incidents in 2019, 3 baton incidents in 2020, etc.)
2. the total number of civilian complaints alleging any form of law enforcement misconduct that were reported and the total number sustained from 2013-2020, separated by year (for example, 8 complaints in 2016, 2 complaints sustained in 2016, 4 complaints in 2017, 1 complaint sustained in 2017, etc.)
3. the total number of civilian complaints alleging law enforcement use of excessive force that were reported and the total number sustained from 2013-2020, separated by year.
4. the total number of civilian complaints alleging biased policing or racial profiling that were reported and the total number sustained from 2013-2020, separated by year.
5. the total number of civilian complaints alleging criminal conduct that were reported and the total number sustained from 2013-2020, separated by year.
6. all information reported to the FBI's National Use-of-Force Data Collection program to date.
7. a list of all officer involved shootings that were directed at a person from 2013-20 (excluding shootings of animals and accidental discharges that are not directed at a person).
8. the total amount of money paid out in lawsuits and settlements relating to allegations of police misconduct per year from 2013-20. This includes copies of all reports, lists, databases, or individual documents that detail lawsuits brought against the city's police department and the outcome of lawsuits brought against the city's police department including any financial settlement occurring from 2013-20. It should also include any documents that your department submits to local, state, or federal agencies listing the number and/or status of lawsuits brought against the police department. This request includes any documents compiled quarterly, annually, or in other increments as well as any documents or databases that contain responsive information.

If only partial information is available responsive to one or more of these requests, please provide all of the information that is available.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 7 business days, as the statute requires.

Sincerely,

Samuel Sinyangwe