

RECORDS REQUEST

Use this form to make request for re-lease of police information. The \$10 processing fee is non-refundable.

This form may be filled out in advance and delivered to UCPD in person, mailed, faxed or submitted on-line. The affidavit (section 3) must be signed in the presence of a UCPD representative, to receive the requested report, at time of pickup. There is a non-refundable \$10 fee for copies of police reports (checks should be made payable to "U.C. Regents"). Fee will be waived if requester is listed as Victim or is an agent of the University and requires the report for administrative purposes. Allow up to 10 working days to process and authorize request. You will be notified when your report is ready for pickup. In order to receive the report, you must be a party involved in the report, or a legal representative of an involved party, as attested to by signature made at time of pickup. Release of reports is governed by California Public Records Act (Government Code Section 6250-6260) as well as by department policy. Report information will not be released unless the requester establishes both "right to know" and "need to know." Note that you might not need the report. Insurance companies, et. al., usually only need the case number. If they want the report, they will need to order it themselves.



UCPD Berkeley

UC Police Department
University of California, Berkeley
1 Sproul Hall, MC# 1199
Berkeley, CA 94720-1199
8 a.m. to 5 p.m.
Monday through Friday

Section 1 — Incident

Case Number (if known)	Date and Time
_____	_____
Place	_____
Type of Report (highlight one)	
<i>Crime</i>	
<i>Traffic Collision</i>	
<i>Other</i>	

Section 2 — Requester

Name of Party of Interest	_____
Indicate Involvement (highlight one)	
<i>Victim</i>	<i>Property Owner</i>
<i>Suspect</i>	<i>Attorney</i>
<i>Parent or Guardian of Juvenile</i>	<i>Insurance Representative</i>
<i>Driver</i>	<i>Other Party of Interest (specify)</i>
<i>Passenger</i>	
Agency or Firm Name (if any)	Claim Number
_____	_____
Date Request is Being Made	

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Requester's ID Number (indicate if Drivers License (i.e. CA DL #), or other type)	_____
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Section 3 — Affidavit

I declare under penalty of perjury that I am a party involved in the report, or a legal representative of an involved party.

Signature	_____	Date	_____
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Section 4 — Contact

Phone Number	_____
E-mail Address	_____
Mail to	_____

Section 5 — Process Track

Request received by		
Fee paid? (circle one)		
<i>cash</i>	<i>check</i>	<i>waived</i>

Request verified by

Copy prepared by	
Advised of status or Message left by	
Mailed/Released at counter by	

Section 6 — If Pending

Investigated by	
Date denied	
Reason	
Violates discovery, or other	
(i.e. case currently in proceedings)	
Case is being handled by CSC	
(http://campuslife.berkeley.edu/conduct)	
Other (specify)	

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To Whom It May Concern:

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

1. Purchase records, invoices, procurement documents and other documents sufficient to show any and all disbursement of public funds for the acquisition by your agency since July 1, 2015 of any of the following:
 - Firearms of .50 caliber or greater
 - Patrol rifles (as commonly denominated for law enforcement use) or assault rifles (as defined in Sections 30510 and 30515 of the California Penal Code)
 - Wheeled vehicles that are built or modified to provide ballistic protection to their occupants, such as Bearcats or armored personnel carriers.
 - Projectile launch platforms, such as 40mm projectile launchers, "bean bag" or specialty impact munition ("SIM") weapons, and "riot guns" used to disperse chemical agents
 - Long-Range Acoustic Device (LRAD)
2. Purchase records, invoices, procurement documents and other documents sufficient to show any and all disbursement of public funds for the acquisition by your agency since July 1, 2018 of explosives and pyrotechnics, such as "flash bang" grenades and explosive breaching tools, and chemical weapons such as "teargas" and "pepper balls".
3. Records of deployment by your agency since January 1, 2020 of projectile launch platforms, such as 40mm projectile launchers, "bean bag" or specialty impact munition ("SIM") weapons, and "riot guns" used to disperse chemical agents; explosives and pyrotechnics, such as "flashbang" grenades and explosive breaching tools; and chemical weapons such as "teargas" and "pepper balls".

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.

If you would like to discuss this request, please feel free to reach out to me, John Lindsay-Poland, American Friends Service Committee, at 510-282-8983.

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Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 10 calendar days, as the statute requires.

Sincerely,

John Lindsay-Poland