


**PUBLIC RECORDS (APRA) REQUEST  
CITY OF SOUTH BEND**

Name of Requesting Party:			
Address:	City:	State:	Zip:
Telephone:	Date of Request:	Time of Request:	Submitted (check one): <input type="checkbox"/> In Person <input type="checkbox"/> Mail, Email or Facsimile
Email of Requesting Party:		Signature of Requesting Party: 	
Name of Department having records, if known (i.e. Police, Building, Fire/EMS, Public Works):			
Records Requested. Please be specific. Use the back of form if additional space is needed.    			
Check one: I request to <input type="checkbox"/> INSPECT or <input type="checkbox"/> BUY copies of the records requested.			
Check one: I request to receive my records by: <input type="checkbox"/> in-person pick-up; or <input type="checkbox"/> REGULAR MAIL; or <input type="checkbox"/> EMAIL; or <input type="checkbox"/> FAX			

**\*\*\* SUBMIT REQUESTS TO THE LEGAL DEPARTMENT ([apra@southbendin.gov](mailto:apra@southbendin.gov)) \*\*\***

**CITY OF SOUTH BEND USE ONLY**

Request Received By:	Department:	Date and Time Received:
Acknowledged Receipt: <input type="checkbox"/> Email <input type="checkbox"/> Telephone <input type="checkbox"/> In Person Acknowledgement Form		
Department Comments:  		
<b>ATTORNEY DECISION</b>		
INFORMATION IS _____ DISCLOSABLE	INFORMATION IS NOT DISCLOSABLE _____	
Attorney Comments and Instructions: _____  		
Attorney Signature: _____	Date of Decision: _____	
Letter sent (Date): _____	Decision Sent To: _____	Date: _____ By: _____
Informed requesting Party that information is _____ DISCRETIONARY DISCLOSURE or _____ NON-DISCLOSABLE		
Date: _____	Signature: _____	<input type="checkbox"/> In Person <input type="checkbox"/> By Telephone <input type="checkbox"/> By Email

To Whom It May Concern:

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

1. the total number of use of force incidents, separated by type of force and year used in 2021 (for example, information that specifies the number of taser incidents in 2021, baton incidents in 2021, etc.)
2. the total number of civilian complaints alleging any form of law enforcement misconduct that were reported and the total number sustained in 2021.
3. the total number of civilian complaints alleging law enforcement use of excessive force that were reported and the total number sustained in 2021.
4. the total number of civilian complaints alleging biased policing or racial profiling that were reported and the total number sustained in 2021.
5. the total number of civilian complaints alleging criminal conduct that were reported and the total number sustained in 2021.
6. the total number of officer involved shootings in 2021, both fatal and non-fatal.

When available, I would appreciate being sent individualized data for each item in this request in spreadsheet format. If individualized data are unavailable, please send information that includes aggregate statistics for the item instead.

Note that my requests for civilian complaints are specifically for civilian complaints alleging police misconduct, please do not include complaints filed by one officer/the department against another officer.

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