

# Town of Chapel Hill Public Records Request Form



Today's Date \_\_\_\_\_

## Contact Information of Requestor

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Street Address Line 1 \_\_\_\_\_

Street Address Line 2 \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Postal/Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Company Name \_\_\_\_\_

## Record Description

Title (if known) \_\_\_\_\_

Date (if known) \_\_\_\_\_

Location (if known) \_\_\_\_\_

### Description of Record

*Please be as specific as possible. Any additional information such as dates, locations, buildings, premises, topics, departments, associated people etc. will help us locate your requested record.*

## **Fees List**

Personal copies may be made in the CaPA Office at a cost of \$0.18 per page (black & white) and \$0.24 per page (color). Additional charges may be assessed pursuant to N.C. Public Records Law.

Some departments may charge fees associated with staff time required for researching public records depending on the scope and type of request. That information will be provided before the request is completed.

Email this request to [publicaffairs@townofchapelhill.org](mailto:publicaffairs@townofchapelhill.org), fax to (919)-967-8406 or send by mail to:

Department of Communications and Public Affairs  
Town Hall, 2nd Floor  
405 Martin Luther King Jr. Blvd  
Chapel Hill, NC 27514

To Whom It May Concern:

Pursuant to the North Carolina Public Records Law, I hereby request the following records:

1. the total number of police use of force incidents reported from 2017-2022, separated by year.
2. the total number of use of force incidents, separated by type of force and year, from 2017-2022 (for example, information that specifies the number of taser incidents in 2022, baton incidents in 2022, taser incidents in 2021, baton incidents in 2021, etc.)
3. the total number of civilian complaints against law enforcement that were reported and the total number sustained from 2017-2022, separated by year.
4. the total number of civilian complaints alleging law enforcement use of excessive force that were reported and the total number sustained from 2017-2022, separated by year.
5. the total number of civilian complaints alleging biased policing or racial profiling that were reported and the total number sustained from 2017-2022, separated by year.
6. the total number of civilian complaints alleging criminal conduct that were reported and the total number sustained from 2017-2022, separated by year.
7. the total number of officer-involved shootings from 2017-2022, both fatal and non-fatal, separated by year.
8. the total number of people who police used force against in 2022, broken down by race/ethnicity.

When available, I would appreciate being sent individualized data 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, 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 10 business days.

Sincerely,

Samuel Sinyangwe