



Emergency Support Services

Government Center

1101 Carmichael Road | Hudson WI 54016

Telephone: 715-386-4751 | Fax: 715-386-4720

www.sccwi.gov

OPEN RECORDS REQUEST

Pursuant to Wisconsin's Open Record Act – Wis. Stat. §§ 19.21-19.39 – <http://www.legis.state.wi.us/rsb/stats.html>

Today's Date

Time

Date Needed By

Requester's Name (Optional)

Requester's Agency (Optional)

Requester's Address (Optional)

Requester's Phone (Optional)

Requester's email (Optional)

INCIDENT INFORMATION

Date of Incident

Approx. Time (or time range) of Incident

Name of Defendant

Brief Description of Call

Indicate Type of Incident (Domestic, Traffic, Medical, ETC.)

Incident/case# if known

Location of Incident (Street Address or Cross Street, City or Town if known)

RECORDING AND COPY REQUEST

Please check all recordings/copies you are requesting

OFFICE USE ONLY	
Copy Made By:	
Date created:	

Audio – Initial Call

Audio – All Related Phone & Radio Traffic

Reports – CAD (Computer Aided Dispatch)

ESS has no fee for open record requests received and fulfilled electronically via email. Non-electronic public requests for reports and recordings will be released only after payment has been received (CD/Flash drive \$7.00ea, CAD reports/.25 per page). **Make checks payable to:** St. Croix County Emergency Support Services. Mail to: 1101 Carmichael Road, Hudson, WI 54016

Be advised the Driver's Privacy Protection Act (DPPA) protects the privacy of personal information assembled by the State Department of Motor Vehicles (DMV). Therefore, all personal information will be redacted unless an exception exists. Permitted exceptions are found in the DPPA's Permissible Uses Form which must be completed and accompany this request if you wish to receive a non-redacted record. Non-redacted copies may also be obtained through a court order.

Authorized by agency/department supervisor _____