

Service and Fee Chart

**DURANGO POLICE DEPARTMENT
APPLICATION FOR RELEASE/INSPECTION OF CRIMINAL JUSTICE RECORD**

To: Records Custodian, Durango Police Department

Date: _____

I, _____
(Please print name)

Address: _____

City: _____ Zip: _____ Phone #: _____

Email: _____

- Request release of:
- Records of Official Action (arrests and dispositions). Local check only
 - Criminal Justice Records
 - Axon Digital Image
 - Dispatch _____ Initial Call _____ Radio Traffic _____ Entire Incident

FEES:

- Incidents/Crashes//Backgrounds--\$7.50 per quarter hour + \$0.25 per page
- Dispatch tape copy and retrieval --\$7.50 per quarter hour
- Axon Digital Evidence, Copy and retrieval \$10.00 per hour, every Additional Hour is \$30.00 Hour
- Administrative Research – Dependent on Request + \$0.25 per page
- Evidence on CD / DVD \$25.00 per CD / DVD, if single digital image \$0.25 per image
- Do you wish the information: emailed mailed picked up in person

THE FOLLOWING INFORMATION IS NEEDED IN ORDER TO IDENTIFY THE PROPER RECORD:

Incident Number: _____

Date of Incident: _____ Time of Incident: _____

Location of Incident: _____

Person the report involves: _____ Date of Birth _____

Address: _____

City: _____ State: _____ Zip: _____

NOTE: According to Colorado Revised Statute 24-72-305.5, records of official action, criminal justice records, or the names, addresses, telephone numbers, and other information in such records shall not be used by any person for the purpose of soliciting business for pecuniary gain. The Official Records Custodian shall deny any person access to records of official actions and criminal justice records unless such person signs a statement which affirms that such records shall not be used for the direct solicitation of business for pecuniary gain.

I have read the above Colorado Statute and understand the conditions contained therein:

Signature _____ Date _____

Official Use Only

ID verified Yes No Delayed Search Yes No

Search while applicant waited Yes No

Summary Report Released Yes No

Victim No Fee: Yes

of pages released: _____ + Research Fee: _____ Total dollar amount charged: _____

Applicant notified of denial by phone In person By mail E-Mail

If inspection denied – reason: _____

Completed by _____ **Records Technician** **Date** _____

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Revised 08-01-2021 cb

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