



Public Record Access Request

PLEASE READ CAREFULLY! Bonneville County Sheriff's Office (BCSO) will produce records in accordance with the IDAHO PUBLIC RECORDS ACT, subject to appropriate exemptions. The requesting party is hereby notified as follows:

- BSCO is only required to produce records in existence, not create records or answer questions (I.C. §§ 74-102 and 74-101(13));
Unless otherwise notified, BSCO will approve or deny requests within three (3) working days of receipt (I.C. § 74-103);
Once BSCO contacts you, you will have five (5) working days to retrieve your information;
Requests for information on behalf of a criminal defendant for an open/pending case, must be sought through discovery in the criminal case, not through a public records request (I.C. § 74-115(3)); AND
If your request is denied in whole or in part for any reason below, you have the right to appeal any denial to the 7th District Judicial Court within 180 days of the date of the denial (I.C. § 74-115).

REQUESTED RECORDS

I hereby request, pursuant to I.C. § 74-102, to EXAMINE only, or OBTAIN COPIES of the following public records:

Law Enforcement Records OR Jail Records

Record Description:

- Incident report - Case #
Automobile Accident - Case #
Photographs?
Fatality Involved?

If you do not have the case number please describe the incident above so we can locate the report. Use date of arrest or report, locations, names, date of birth, crime, etc. to describe your request.

These records specifically pertain to myself: Yes No

Juvenile Records Only - Relationship to Juvenile:

REQUESTOR INFORMATION

NAME DL#
COMPANY
MAILING ADDRESS (data/records may be mailed)
CITY STATE ZIP CODE
PHONE/CELL# FAX #
E-MAIL (data/records may be sent via e-mail)
SIGNATURE OF REQUESTOR DATE
(I acknowledge by my signature that the records sought by this request will not be used for a mailing or telephone list (I.C. § 74-120))

DO NOT WRITE IN THIS SPACE - OFFICIAL USE ONLY:

RECEIVED by Custodian: (Date) EIMPACT:

- Request APPROVED with no redactions;
Request REDACTED pursuant to I.C. § 74-106(4, 8, or 28) AND/OR I.C. § 74-;***
Request DENIED pursuant to I.C. § 74-;***
Request REFERRED to Prosecutor

DELIVERY: E-mailed Mailed Faxed Hand Delivered No Record Found

of Pages: # of Photos: # of Audio Files:

COMPLETED: (Date) AGENCY SIGNATURE:

***(Responding agency has chosen not to consult with its attorney regarding this response)

PROSECUTOR REVIEW:

- Request APPROVED with no redactions;
Request REDACTED pursuant to I.C. § 74-106(4, 8, or 28) AND/OR I.C. § 74-;OR
Request DENIED pursuant to I.C. § 74-

PROSECUTOR SIGNATURE DATE