



OFFICE OF THE SHERIFF

Queen Anne's County

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www.queenannessheriff.org



Class 236

Sheriff Gary Hofmann

Major Dwayne Boardman

Public Information Request

Once the case is **closed**, all requests will be reviewed and if approved for release, they will then be mailed within 7-10 business days.

Person requesting report: (Please Print)

Today's Date:

Name:

Street Address:

City, State & Zip:

Phone Number:

*** This information MUST be completed or your request will be returned.**

Date of Incident/Accident: _____ Investigating Deputy:

Police Case #: _____ Type: **JUVENILE** or **ADULT**

Incident Type: -

-

Location of Incident/Accident:

() Email my email address is:

() Pick up in person, **WHEN NOTIFIED** to do so

() US Mail - Address above

* There is a **\$10.00** fee in the form of **CHECK or MONEY ORDER ONLY** for **EACH COPY** of a report that is requested.

*There is a **\$75.00** fee charged per incident per device for **All** body worn camera system videos that are requested.

*You must enclose the fee or the request will not be honored. Note there is a **\$30.00** return check fee for all returned checks. **Checks can be made payable to: QACSO**

THE RELEASE OF POLICE REPORTS MAYBE RESTRICTED DUE TO CONFIDENTIAL INFORMATION. IF REQUESTING JUVENILE REPORT PLEASE ATTACH A COPY OF THE JUVENILES BIRTH CERTIFICATE.

***** **OFFICE USE BELOW THIS LINE** *****

Report Released/Approved by:

Fee Received: **YES** or **NO**

What type of fee? **CHECK** or **MONEY ORDER**