APPLICATION FOR PUBLIC RECORDS
City of Des Moines Police Department

Police Case Number: ___________________________________________________________

Date of Incident: ___________ Time: ___________ Offense: _________________________

Location of Incident: __________________________________________________________

Name of Person(s) involved: ________________________ D.O.B. ____________________

Check the box next to the information you are requesting and provide the applicable information. Fees are charged per event requested.

$5.00 each:

- Vehicle Accident Report
- Police Case Report
- Trip Log
- OWI Report
- Officer’s OWI Certification
- PBT Calibration Log

$15.00 for the first 15 minutes, $10.00 each additional 15 minutes*:

- Dispatch Audio Record
- Body Camera Recording
- In-Car Camera Recording
- Photo CD

*Time spent to prepare the media. Please provide a contact number below so a representative can contact you with an estimate and the options available to be most cost-effective.

For Arrest Record and VISA Letter Requests only:

- Aramex Record $5.00
- VISA Request $5.00

Name: ___________________________ Alternate Name: ___________________________

Address: ___________________________________________________________________

D.O.B. ___________________________ SSN: _________________________________

Month Day Year

Application is hereby made for the requested records maintained by the Des Moines Police Department in accordance to City Ordinance 2-130. Records requested may be confidential under the City Ordinance or Code of Iowa and not available for release. Requests will be handled immediately if possible. Requests not immediately available will be processes as soon as possible and in most cases within 5 working days.

Applicant’s Name and Address (for mailing purposes) Phone Number (pickup/estimate)

[ ] Pick up in-person [ ] Mail (include ZIP code)

Acceptable payment methods: MasterCard, Visa, Check, or Exact Cash. No Change available.

Revised 7-28-2017