



# Falmouth Police Department

750 Main Street Falmouth, MA 02540

Phone: 774-255-4527 | Fax: 508-457-2566

[www.falmouthpolice.us](http://www.falmouthpolice.us)



## CENTRAL RECORDS

Office Hours: Monday – Friday 8 AM to 6 PM

### REQUESTING A REPORT

Motor Vehicle Crash reports, Incident Reports, Arrest Reports

**Electronic Mail (email)** - Reports may be requested by email. If the record is not available in electronic format, the requestor will need to pick-up the record in-person. ([info@falmouthpolice.us](mailto:info@falmouthpolice.us))

**Facsimile (Fax)** - Reports may be requested by facsimile (fax).

**Online** – We have partnered with CrashDocs.org for online motor vehicle crash report requests only. There will be an additional convenience fee for the transaction.

**In-Person** - You may pick-up a copy of a report during business hours.

**Mail** - Reports may be requested by mail.

**Phone** - Requests may be made by telephone.

Generally, the cost is \$0.05 per copy (page), excluding an electronic response. The fee will be waived for copies totaling \$1 or less. Postage will be charged if an appropriate self-addressed envelope is not provided for responses via U.S. Mail.

### IMPORTANT!

In accordance with public records law,

- identification may be required,
- your request may be denied,
- certain information may be redacted (obscured or removed) from the requested report,
- an additional cost may be incurred due to search and segregation time,
- a good faith estimate will be provided upon request, and,
- if payment is not received ten days after providing a good faith estimate, we will close the request without any action.

### PAYMENT OPTIONS

- Personal Checks and Money Orders Only
- NO Cash or Credit cards accepted



# FALMOUTH POLICE DEPARTMENT

## REPORT REQUEST FORM

Requester: \_\_\_\_\_ Date Requested: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax #: \_\_\_\_\_

Record Requested:

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Date of Incident: \_\_\_\_\_ Time of Incident: \_\_\_\_\_

Case #: \_\_\_\_\_ Call #: \_\_\_\_\_ Accident #: \_\_\_\_\_

Location of Incident:

\_\_\_\_\_

Type of Incident (motor vehicle crash, theft, vandalism, etc.):

\_\_\_\_\_

Additional information to assist in records retrieval: \_\_\_\_\_

\_\_\_\_\_

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Motor Vehicle Crash Reports are available online at [www.crashdocs.org](http://www.crashdocs.org)

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Your records request will be processed in accordance with Massachusetts Public Records Law and Criminal Offender Record Information (CORI) Regulations. The records may or may not be redacted or denied. Please note that the Freedom of Information Act (FOIA) applies to records controlled by the United States Government only.

Contact Information:

Falmouth Police Department  
750 Main Street  
Falmouth, MA 02540  
774-255-4527