

| Village of Yellow Springs Police Department - Public Records Request Form  |   |  |                                   |                                  |                                |
|--|---|--|-----------------------------------|----------------------------------|--------------------------------|
| <b>Name of Requestor (Not Required)</b>  |   | <b>Contact Information</b>                           |                                   |                                  |                                |
| Click or tap here to enter text.   |   | Click or tap here to enter text.                     |                                   |                                  |                                |
| <b>How Would You Like to Receive the Records?</b>  |   | Choose an item.                                      |                                   |                                  |                                |
|  |   | Name/Address/Fax #: Click or tap here to enter text. |                                   |                                  |                                |
| <b>Report Type</b>   | Accident/Crash <input type="checkbox"/> | Case <input type="checkbox"/>                        | Incident <input type="checkbox"/> | Video <input type="checkbox"/>   | Audio <input type="checkbox"/> |
| <b>Incident Number</b>   | Click or tap here to enter text.        |  | <b>People Involved</b>            | Click or tap here to enter text. |                                |
| <b>Vehicles Involved</b>   | Click or tap here to enter text.        |  | <b>Officers Involved</b>          | Click or tap here to enter text. |                                |
| <b>Location</b>  | Click or tap here to enter text.        |  | <b>Date of Incident</b>           | Click or tap to enter a date.    |                                |
| <b>Details</b>   |   |  |                                   |                                  |                                |
| <p>Records requests are not required to be in writing. The name of the requestor is not required, but may be requested only if it would assist personnel in locating the correct record. Requests may be emailed to any department personnel, but for quicker results, send them to the Records Manager at <b>records@yso.com</b> or call the YSPD at (937) 767-7206. Generally, records are redacted in accordance with ORC 149.43, but other state and federal laws may be applicable. Please provide as much information as possible to assist us in locating the correct record. Please allow a minimum of 3 days prior to contacting the Yellow Springs Police Department regarding submitted records requests as it takes time for records to be fully processed to be released.</p> <p>BSG 4/1/24</p> |   |  |                                   |                                  |                                |