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# FOREST COUNTY SHERIFF'S OFFICE

100 South Park Avenue  
Crandon, WI 54520



Phone: (715) 478-3331  
Fax: (715) 478-3535

**ALEX WALRATH**  
**CHIEF DEPUTY**

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## OPEN RECORD REQUEST FORM

**Each record request must be reviewed before release.** In general, any incident report that involves a **pending** investigation or **pending** court action will **NOT** be released without prior court order or permission from the Forest County District Attorney. The Wisconsin State Accident report will always be released regardless of pending action once it is completed by the investigating deputy. *If a Juvenile is involved* it will not be released without redaction or a written authorization form from the parent or guardian authorizing release of the information. *Mental Health Commitments* will not be released and must be requested thru the Forest County Register in Probate's Office.

**Please note that we do have 10 business days from the date we receive your request to respond to your request.**

Electronic Body Cam -\$15, if redaction is required \$5 additional charge

Body Cam on DVD -\$20, if redaction is required \$5 additional charge

Accident Report - Printed or Electronic \$5

Reports 10 pages or more - printed or electronic \$5 for the first 10 pages than .25 a page after that

Reports under 10 pages - free unless redaction is required than \$5

Photos -Printed or Electronic \$5

Must be prepaid if in electronic status or paid in person at the time of picking up physical documents/dvds All costs are subject to shipping fees. Prepayment may be required if the cost will exceed \$50.00.

Date of Request: \_\_\_\_\_ Date of Incident: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Type of Incident: \_\_\_\_\_

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## CONTACT INFORMATION OF REQUESTOR

Name/Address/City/State/Zip code:

\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Date and Time received at the Forest County Sheriff's office \_\_\_\_\_

Staff that collected the document \_\_\_\_\_

**Please return form to Karen**

Dedicated to Serve and Protect the Citizens of Forest County